

**PALMETTO CITY COMMISSION  
AND  
CRA BOARD MEETING  
AUGUST 2, 2010 - 7:00 PM**

Elected Officials Present:

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Vice Mayor, Commissioner-at-Large 2  
Mary Lancaster, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Elected Officials Absent:

Alan Zirkelbach, Commissioner-at-Large 1

Staff and Others Present:

Jim Freeman, City Clerk  
Allen Tusing, Public Works Director  
Chief Rick Wells  
Mark Barnebey, City Attorney  
Deanna Roberts, Administrative Assistant

Mayor Bryant called the meeting to order at 7:00 p.m. and read the poem In Flanders Field, followed by a Moment of Silence and the Pledge of Allegiance.

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

Public Comment (non-agenda items). None

Mr. Freeman informed Commission that the City received notification today that it has been awarded a CDBG Neighborhood Revitalization Grant in the amount of \$750,000 which will be used for the Ward I Phase 2 project. This is a preliminary award based on the initial application to the Department of Community Affairs (DCA). DCA will perform a site visit within a couple of weeks, and he anticipates a notice of final award sometime in September. Sixteen applications were funded, and the City of Palmetto ranked number seven.

\_Chief Wells reported that the Police Department received recertification for accreditation. They will be going to Jacksonville in October to receive the new certificate.

1. CITY COMMISSION AGENDA APPROVAL

**MOTION: Commissioner Lancaster moved, Commissioner Cornwell seconded, and motion carried 4-0 to approve the August 2, 2010 7:00 p.m. agenda.**

2. CITY COMMISSION CONSENT AGENDA

A) Minutes: July 19, 2010

**MOTION: Commissioner Varnadore moved, Commissioner Lancaster seconded, and motion carried 4-0 to approve the August 2, 2010 Consent Agenda.**

3. 2ND PUBLIC HEARING FOR THE CDBG ECONOMIC DEVELOPMENT GRANT (J. Freeman)

Commission will accept public comment regarding the City's application for a CDBG Economic Development grant up to \$750,000. If awarded, the grant will assist the City in funding the 10<sup>th</sup> Avenue extension from 17<sup>th</sup> Street to 23<sup>rd</sup> Street.

Mayor Bryant opened the public hearing. There being no public comment, she continued the public hearing.

**MOTION: Commissioner Lancaster moved, Commission Cornwell seconded, and motion carried 4-0 to continue the public hearing for the CDBG grant to August 16, 2010 at 7:00 p.m.**

4. PUBLIC HEARING: ORDINANCE NO. 2010-11 (J. Freeman)

AN ORDINANCE OF THE CITY COMMISSION FOR THE CITY OF PALMETTO, FLORIDA, AMENDING THE PALMETTO CODE OF ORDINANCES; AMENDING THE LIST OF APPOINTED OFFICERS AND THEIR DUTIES; AMENDING PROVISIONS RELATED TO MEMBERSHIP IN THE CITY'S GENERAL EMPLOYEE'S RETIREMENT PLAN; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Bryant opened the public hearing. There being no public comment, she continued the public hearing to August 16, 2010.

**MOTION: Commissioner Lancaster moved, Commissioner Cornwell seconded, and motion carried 4-0 to continue the public hearing for Ordinance No. 2010-11 to August 16, 2010 in the Commission Chambers at City Hall.**

5. EMPLOYEE ASSISTANCE PROGRAM CONTRACT (J. Freeman)

Renewal of the contract with Behavioral Health Management Services, Inc. to continue the Employee Assistance Program.

**MOTION: Commissioner Cornwell moved, Commission Williams seconded, and motion carried 4-0 to approve and authorize the Mayor to execute the Agreement with Behavioral Health Management Services, Inc. d/b/a Baycare Life Management, for a term ending December 31, 2010, in an amount not to exceed \$2,300.**

Discussion: Commissioner Lancaster asked Mr. Freeman if employees were utilizing this program. He responded that they were. Commissioner Varnadore commented that the training to Department Heads is invaluable, and the company was willing to come in and speak to employees following the recent death of a City employee. So, there are other benefits in addition to the counseling of employees. Mrs. Lancaster said it is a good program that teaches supervisors how to recognize certain signs.

6. RESOLUTION NO. 2010-21 (J. Freeman)

Budget resolution to allocate the Planning Department expenses discussed July 19, 2010.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, AMENDING RESOLUTION NO. 09-38, WHICH RESOLUTION ADOPTED THE BUDGET FOR FISCAL YEAR 2009-2010, AND PROVIDING FOR AN EFFECTIVE DATE.

**MOTION: Commissioner Cornwell moved, Commissioner Lancaster seconded, and motion carried 4-0 to adopt Resolution No. 2010-21.**

Discussion: Mr. Freeman explained that this is an adjustment of budget to cover additional Planning Department expenses. There was additional project work including the Comp Plan and the Sign Ordinance, and this exceeded the contract services that were budgeted for. These are funds due ZNS Engineering.

Commissioner Lancaster inquired how much had been paid so far for planning. Finance Director Karen Simpson said that year-to-date, the City had spent \$95,000 for things like the Comp Plan and the Sign

Ordinance; things that cannot be billed back. Contract services year-to-date is about \$20,000. Commissioner Varnadore said the funds were coming from a budget surplus, and she asked for a budget surplus amount after this action, that could be transferred if Commission wishes. Mrs. Simpson will email that to Commission. She confirmed to Commissioner Williams that the \$95,000 is the amount spent for consulting to date. Mr. Freeman said that \$72,000 had been budgeted for consulting, and the year to date actual is \$95,000. These are bills that the City is getting from ZNS for Mr. McCollum's planning services.

Mr. Tusing said this is the reason the City decided to get an in-house planner. Mayor Bryant commented the Comp Plan had not been addressed over the last five years, and annexations had not all been completed – this added to the costs. Mrs. Cornwell asked for a method of checks and balances for assessing contract services vs. City employee in the future so that this does not happen again. Mrs. Varnadore added to Mrs. Cornwell's comment that it is important to pay close attention to what services are included in the scope of the contract

7. ROADWAY TRANSFER AGREEMENT BETWEEN THE CITY OF PALMETTO AND MANATEE COUNTY (M. Barnebey)

In order to give the City the authority to consider annexation and/or vacation of 8<sup>th</sup> Avenue West, the County must first transfer jurisdiction of the roadway to the City.

**MOTION: Commissioner Cornwell moved, Commissioner Lancaster seconded, and motion carried 4-0 to approve the Roadway Transfer Agreement and authorize the Mayor to execute the same on behalf of the City, and to authorize the Mayor to accept and record a quit claim deed related to the lands covered by the road transfer agreement.**

Discussion: Mayor Bryant explained that items 7 and 8 are relative to the relocation of 23<sup>rd</sup> Street and the construction of the ball fields. Mr. Barnebey informed Commission that on July 27 the County approved this Roadway Transfer Agreement in order to transfer jurisdiction of the northern portion of 8<sup>th</sup> Avenue from existing 23<sup>rd</sup> Street to the City. The City must approve this in order to go forward with the next item, the annexation of the property. The County will prepare a quit claim deed for the roads named in the transfer agreement.

8. 1<sup>st</sup> READ & ADVERTISING APPROVAL: ORDINANCE NO. 2010-14 (M. Barnebey)

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, PROVIDING FOR FINDINGS OF FACT; ANNEXING CERTAIN REAL PROPERTY INTO THE CITY OF PALMETTO; PROVIDING FOR AMENDMENT OF CITY BOUNDARIES; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**MOTION: Commissioner Lancaster moved, Commissioner Williams seconded, and motion carried 4-0 to approve Ordinance No. 2010-14 for advertising and schedule a public hearing August 16, 2010.**

Discussion: With the transfer agreement, the City acquires jurisdiction of the property and will become owner through the quit claim deed which will allow annexation. Everything but maintenance will now fall to the City. In answer to Mrs. Varnadore's question, Mr. Barnebey said that existing 23<sup>rd</sup> Street will be vacated and a portion will become Manatee Fruit Company. The portion of 8<sup>th</sup> Avenue between existing 23<sup>rd</sup> and new 23<sup>rd</sup> will be vacated.

The City Commission meeting was recessed to open the August 2, 2010 CRA Board meeting.

The City Commission meeting was reconvened.

9. 23rd STREET REALIGNMENT UPDATE/BASEBALL FIELD UPDATE (A. Tusing)

Allen Tusing – No updates

Mayor Bryant said that she will be meeting with Whiting Preston tomorrow (Tuesday, August 3) to iron out some issues so that 23<sup>rd</sup> Street can get started.

10. DEPARTMENT HEADS' COMMENTS

Mr. Tusing – The bids on Ward I Phase 2 were received. They were well below the amounts anticipated, and they will be coming to Commission on August 16. Mayor Bryant asked the estimated time frame for the project and Mr. Tusing said 240 days.

Mr. Freeman- FPL came and spoke to him regarding the City's franchise agreement. The current thirty-year agreement comes up for renewal in March. The proposed new agreement is in review and will come to Commission later this fall. He added that he is in the process of purchasing a new generator for City Hall.

Mayor Bryant asked Mr. Freeman about the energy efficiency grant. He said he is working on quotes to get help with the grant administration per the grant application. Within the next thirty days he expects to see activity related to that grant.

Chief Wells: No comments

Mr. Barnebey – The City should be getting Comp Plan comments back shortly. Also, he attended the Florida Municipal Attorneys Association meeting in Amelia Island this past weekend and picked up some information regarding nutrient loadings and water quality standards that the EPA is looking at. He has sent out memos. Some new rules may impact the City.

11. MAYOR'S REPORT

Informed Commission that she attended a ribbon cutting today for a new chiropractic office at 725 7<sup>th</sup> Street West. The Commission should have received a project status report sent out by email today.

12. COMMISSIONERS' COMMENTS

Commissioner Lancaster- Asked Mr. Tusing if anything had been done about the canal off 17<sup>th</sup> yet. Mr. Tusing said that on Monday, he will get it set up on a schedule. Reported that she attended the EZDA meeting today. She said Chief Wells has been working with faith-based organizations to get transportation for people to get to training for jobs.

Commissioner Cornwell- Asked if the times for the tax free holiday could go on the web site.

Commissioner Varnadore- No comment.

Commissioner Williams – Congratulated Commissioner Varnadore on the birth of her new grandchild. Introduced his opponent in the upcoming Commission race, Alan Clark. The power pole on 4<sup>th</sup> that he had asked about will be replaced shortly.

13. PUBLIC COMMENTS FOR CITY COMMISSION

None

14. ADJOURNMENT

Mayor Bryant adjourned the meeting at 8:42 p.m.

Minutes approved: August 16, 2010

*James R. Freeman*

James R. Freeman, City Clerk