

**CITY OF PALMETTO
CITY COMMISSION MEETING
AND CRA BOARD MEETING
July 2, 2012
6:30 PM
(SECOND HALF OF MEETING)**

Elected Officials Present

Shirley Groover Bryant, Mayor
Brian Williams, Vice Mayor, Commissioner, Ward 3
Tamara Cornwell, Commissioner-at-Large 2
Charles Smith, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2
Alan Zirkelbach, Commissioner-at-Large 1

Staff Present

Scott Rudacille, Chief Assistant City Attorney
Jim Freeman, City Clerk
Bob Marble, CRA Strategic Planning Specialist
Allen Tusing, Public Works Director
Rick Wells, Chief of Police
Amber Foley, Assistant City Clerk

Commissioner Zirkelbach returned to meeting at 7:15 p.m.

Mayor Bryant reconvened the City Commission meeting at 7:16 p.m.

3. PUBLIC HEARING: ORDINANCE NO. 2012-13

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, AMENDING THE PALMETTO CODE OF ORDINANCES; PROVIDING FOR AMENDMENT OF REGULATIONS RELATING TO THE PROVISION OF CITY UTILITY SERVICES TO LOTS OR PARCELS LOCATED OUTSIDE OF THE CITY LIMITS; PROVIDING FOR REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

(Reference the first half of the July 2, 2012 City Commission meeting minutes to review discussion regarding Agenda Item 3)

No changes to Ordinance 2012-13 were made at this time.

Motion: Commissioner Zirkelbach moved, Commissioner Williams seconded and motion carried 5-0 to adopt Ordinance 2012-13.

4. VOLUNTEERS OF AMERICA CITY UTILITY SERVICES AGREEMENT

Attorney Rudacille advised that there needs to be one modification made to the agreement for language to be added requiring the property owner to annex into the City if it were necessary for an additional property owner to annex in.

Motion: Commissioner Zirkelbach moved, Commissioner Cornwell seconded, to incorporate the language Mr. Rudacille just allowed for and to approve the agreement as modified for sewer system connection of properties within unincorporated Manatee County between Volunteers of America of Florida, Inc. and the City of Palmetto.

Attorney Rudacille explained that the only requirement is to petition for annexation and it's the decision of Commission to approve the annexation.

Commissioner Varnadore requested a list of properties that have annexed into the City, but do not receive sewer services.

Motion on the floor carried 5-0.

5. PUBLIC HEARING: ORDINANCE NO. 2012-09 (L. Lyn)

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, PROVIDING FOR FINDINGS OF FACT; ANNEXING APPROXIMATELY 0.8732 ACRES OF REAL PROPERTY INTO THE CITY OF PALMETTO GENERALLY LOCATED AT 409 20th STREET WEST, PALMETTO; MORE PARTICULARLY DESCRIBED IN EXHIBIT A; PROVIDING FOR AMENDMENT OF CITY BOUNDARIES; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (AN2012-01 Applicant: Volunteers of America of Florida, Inc. PID# 2432900005/0.8732 acres)

Kevin Letch, Volunteers of America of Florida, Inc., addressed Commission and advised that he wished to withdraw his application and thanked Commission for adopting Ordinance No. 2012-13 and approving the Volunteers of America of Florida, Inc. utility agreement.

6 PUBLIC HEARING: ORDINANCE NO. 2012-10 (L. Lyn)

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR A SMALL SCALE DEVELOPMENT AMENDMENT TO THE CITY OF PALMETTO COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT/FUTURE LAND USE MAP BY REDESIGNATING CERTAIN LANDS FROM RES-9 (COUNTY) TO RES-10 (CITY); PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE (PA2012-01 Volunteers of America of Florida, Inc. PID# 2432900005/0.8732 acres).

Kevin Letch, Volunteers of America of Florida, Inc., withdrew his application based on Commission adopting Ordinance No. 2012-13.

7. PUBLIC HEARING: ORDINANCE NO. 2012-11 (L. Lyn)

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, PROVIDING FOR FINDINGS OF FACT; REZONING APPROXIMATELY 0.8732 ACRES OF PROPERTY GENERALLY LOCATED AT 409 20th STREET WEST, PALMETTO, FROM GC, GENERAL COMMERCIAL (County) TO RM-5, DUPLEX AND SINGLE FAMILY RESIDENTIAL (City); PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE (Z-2012-01 Applicant: Volunteers of America of Florida, Inc. PID# 2432900005/0.8732 acres)

Kevin Letch, Volunteers of America of Florida, Inc., withdrew his application based on Commission adopting Ordinance No. 2012-13.

8. BASEBALL FIELD UPDATE

Mayor Bryant reported that she has spoken with Ed Hunzeker with Manatee County and they are doing more sampling in the area with results coming July 24th. They are optimistic that the soil is not affected as deeply as they once thought. Mayor Bryant will send an email to Commission regarding this information.

9. ASR WELL UPDATE

Allen Tusing: Nothing to report at this time. He will give Commission an update at the next workshop meeting.

10. 5TH STREET STREETScape AND SUTTON PARK PROJECTS

Updated during today's 4:30 p.m. workshop meeting.

11. DEPARTMENT HEADS' COMMENTS

Allen Tusing: Discussed the schedule for the 4th of July event, specifically regarding street closures. He presented Commission with a timeline as well as a map of the area. These are attached and made a part of these minutes. Mr. Tusing commented that there will be no shuttles this year because of the lack of public use throughout the past years. Discussion ensued regarding public parking for the event.

Jim Freeman: Stated he has been using part-time help to wrap up two grants from Haben and 10th and 10th. He's requesting the use of another two thousand dollars to help fund the completion of those grants.

Chief Wells: He will have officers on bicycles during the event on the 4th to help with traffic. He also noted that the Police Department was successful in getting the Byrne grant awarded to them last week.

Allen Tusing notified Commission that, by Monday, he will have a second in command at public works.

12. MAYOR'S REPORT

None

13. COMMISSIONERS' COMMENTS

Regarding upcoming meeting dates, Mr. Freeman advised that there will be a regular Commission meeting on July 16th with a workshop at 4:30 p.m. to address the ASR update as well as a telemetry meter presentation. There will be a special CRA Board meeting that night as well to bring back the items from tonight that needed further discussion. Tentative budget meeting dates are for July 17th and also July 30th and July 31st with times to be discussed later. He also noted that the tentative millage rate has to be set by August 4th.

Mayor Bryant offered Commission the opportunity to meet with the department heads to discuss the budget further.

Further discussion ensued regarding budget and Commission meeting dates.

There was a consensus of Commission to keep the July 17th meeting date open for the budget workshop to start at 6:30 p.m. and to keep July 30th open as a budget workshop also.

Mayor Bryant noted that she has been looking at some economic development CDBG grants. Mr. Freeman advised that the next round for CDBG applications start mid August. Staff is currently working with some grant consultants and identified the 13th Street drainage project as an area that needs improvement. They will be applying for some CDBG dollars to help enhance the drainage there as well as improve the existing sidewalks and street.

Mr. Freeman continued the budget discussion from the 4:30 p.m. Commission workshop meeting.

- Worker's Compensation rates are expected to increase by 10%. This has been accounted for in the current budget; final numbers are expected in mid July.
- Pension costs increased: The contribution to PD pension increased by 4.88% over last year and General Employees increased 4.89%

Discussion ensued regarding changing to different types of pensions to control costs. Commissioner Williams requested some information so that Commission can be more educated regarding the pension plans.

- Allocation methodology remains consistent with prior years
- One capital lease has been budgeted for approximately \$165,000.00. This is for a backhoe for the Utility funds and two new police cruisers. Lease is for four years with annual payments of approximately \$43,000.00 a year.
- One time expenditures include:
 - Mayor and Commission—New Doc Camera and Console
 - Public Works Admin—Motorola Repeater

Allen Tusing explained the need for the Motorola Repeater. FCC requiring a change in band from upper to lower. The current repeater will not function with the new bands. Discussion ensued regarding EOC.

Commissioner Varnadore requested a fact sheet regarding roles of Commission during emergency situations. Mayor advised she is meeting with Manatee County within the next few weeks and they are working on an update to the emergency plan.

- Parks—New Gator/utility vehicle
- Parks—MLK Park funded by impact fees
- Enterprise funds and CRA are balanced
- Building Department is using approximately \$128,000.00 to balance budget
- General Fund is at a deficit of approximately \$109,000.00. State revenue dollars are expected to come in this month.
- Capital budget to be presented by the end of July to be passed in conjunction with the Operating budget in September

Mr. Freeman advised that Staff strongly recommends a new enterprise system that will include modules for Accounting, HR, Code Enforcement and the Building Department. He estimates the cost to be somewhere close to \$350,000.00. This system was in the CIP last year, but was not funded.

Discussion ensued regarding the setting of the tentative millage at the end of July.

Discussion ensued regarding the MLK contracts that were presented at the CRA Board meeting.

Mayor Bryant adjourned the meeting at 8:09 p.m.

Minutes approved:

James R. Freeman

James R. Freeman
City Clerk