

**CITY OF PALMETTO
CITY COMMISSION MEETING
January 13, 2014
7:00 PM**

Elected Officials Present

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

Staff Present

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Rick Wells, Chief of Police
Lisa Byers, Human Resources Coordinator
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order at 7:00 p.m., followed by a moment of silence and the Pledge of Allegiance.

RECOGNITION: Vice Mayor Jonathan Davis presented Mayor Bryant with a certificate for completing Fundamentals of Code Enforcement, Level 1.

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

1. CITY COMMISSION AGENDA APPROVAL

Motion: Commissioner Cornwell moved, Commissioner Davis seconded, and the motion carried 5-0 to approve the January 13, 2014 Agenda.

2. PUBLIC COMMENT

None

3. CONSENT AGENDA APPROVAL

A. Clerk's Office

1. Minutes: 12/16/2013
2. First Fridays February Special Function Permit
3. Budget Resolution 2013-43

Commissioner Cornwell removed item A.2. of the Consent Agenda for discussion.

Motion: Commissioner Cornwell moved, Commissioner Smith seconded, and the motion carried 5-0 to approve items A.1. and A.3. of the January 13, 2014 Consent Agenda.

3.A.2. First Fridays February Special Function Permit Discussion:

Attorney Barnebey addressed Commission's concerns regarding the recent notice that was on Slicks Garage regarding Sales Tax. Slicks is complying with the City's Special Function Permit for their event. In regard to insurance for the event, the Special Function Permit states that the applicant shall provide insurance naming the City of Palmetto as an additional insured at least 10 days prior to their event taking place. Slicks has not provided insurance with this permit, but have until January 28th to do so. Staff was asked to remind Slicks to submit their insurance before their event.

***Minutes corrected March 3, 2014 to reflect that the City Attorney stated that Slicks has complied with the Special Function Permit.**

Mayor Bryant explained that Kwick Kleen Laundromat on 10th Avenue would not like their entrance to be blocked during this event. She requested the permit be approved for 10th Avenue to be blocked off up to the entrance of the Laundromat.

Motion: Commissioner Cornwell moved, Commissioner Smith seconded, and the motion carried 5-0 to approve Slicks First Friday Special Function Permit contingent upon their submission of insurance for the event.

4. 1st READ ORDINANCE 2013-16 PERSONNEL POLICY

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR AMENDMENT OF THE CITY CODE OF ORDINANCES TO ADOPT A NEW PERSONNEL POLICY; PROVIDING FOR APPLICABILITY; PROVIDING FOR THE REPEAL OF PALMETTO CITY ORDINANCE 05-846; AMENDING CHAPTER 22, ARTICLE I OF THE PALMETTO CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner Davis moved, Commissioner Williams seconded, and the motion carried 5-0 to schedule Ordinance 2013-16 for a public hearing on February 3, 2014 at 7:00 p.m. or as soon thereafter as same can be heard in these chambers and direct staff to advertise for same.

5. CITIZENS ADVISORY TASK FORCE APPOINTMENTS

The Citizens Task Force (CATF) will make a recommendation regarding application for a Community Development Block Grant (CDBG).

Mr. Freeman explained that the appointment to the CATF is for the purpose of reviewing potential projects in the City that should be submitted for the CDBG grant. The City is recommending that the CATF review the 13th Street drainage project as planned on the current CIP. The City applied for this project in 2012 but was not awarded and would like to submit this project again for this year's CDBG.

Commissioner Smith mentioned he may have a volunteer to serve on the CATF along with the three that are on the agenda to be appointed tonight. If he does, he will bring that name forward at the next meeting for appointment.

Motion: Commissioner Varnadore moved, Commissioner Cornwell seconded, and the motion carried 5-0 to appoint Rose Quin-Bare, Brian Varnadore, and Allen Tusing to the CDBG Citizens Advisory Task Force.

6. FLORIDA DEPARTMENT OF TRANSPORTATION DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES (DHSMV) SAFETY DATA IMPROVEMENT PROGRAM (SaDIP)

The Police Department would like to apply for a grant from the Florida Department of Transportation for the purchase of four laptops. This will allow the Department to submit all motor vehicle traffic crash information to the DHSMV electronically.

Motion: Commissioner Cornwell moved, Commissioner Smith seconded, and the motion carried 5-0 to allow the Police Department to apply for the grant and, if awarded, direct Finance to identify \$15,128.00 to purchase four laptops and docking stations to be 100% reimbursed through the grant. Also, if awarded, allow the Mayor to accept and execute the grant.

7. POLICE DEPARTMENT BUILDING UPDATE

Mayor Bryant explained that staff has been exploring different options on how to build a new Police Department as expressed by the Commission during budget time.

Mr. Burton stated that the CRA can work with the Police Department on helping to fund a new building. Currently, staff is working with a consultant on the development of a special needs assessment to gather data on how much space should be built for the new building. Mr. Burton is also looking at different properties that are owned by the CRA. He would prefer to have a building with a public/private partnership that can use the incentives that are offered by the CRA.

Mayor Bryant informed Commission that staff is working on the fair booth survey questions and one of the questions on the survey will include public comment about a new Police Department. Commissioner Williams requested a copy of the survey questions be provided to him.

8 ASR WELL UPDATE

No new update.

9 DEPARTMENT HEADS' COMMENTS

Mr. Burton—stated that he received information that the Tampa Bay Regional Planning Council (TBRPC) has regional awards available for regional impact projects. The CRA has applied for one and can apply for more. He explained that he can submit the Sutton Park project and 5th Street's LID project that the CRA completed last year.

At the Movie in the Park on February 7th, Mr. Burton along with Bob Marble will be learning how to set up the new projector at Sutton Park. On February 8th, they will do a trial run on their own to ensure they are able to set the equipment up properly. During that trial run, the movie Fireproof will be shown.

Mr. Freeman—stated that he will be accepting the changes as presented tonight in the Personnel Policy. Any changes to that version will be highlighted in the agenda on February 3rd.

Chief Wells—explained that his staff is ready for the fair that begins Thursday.

Attorney Barnebey—thanked his Chief Assistant, Mr. Rudacille, for attending the meeting in his absence last week.

10. MAYOR'S REPORT

Mayor Bryant reminded everyone that the MLK Parade is this Saturday January 18th. The parade begins at noon. The Manatee County Fair opens at 5:00 p.m. on Thursday and runs until January 26th.

Mayor Bryant informed Commission that the group, Palmetto Build, will be covering the gate costs at the fair on Tuesday evening, January 21st, so that families can get in free to the fair. They have also made arrangements with the Fair Board to have Mike's Chair perform a concert that night. Palmetto Build will be set up in the Kendrick Building at the fair grounds and will have different organizations there to work with families and individuals that come in. Palmetto Build is a project that was put together to help strengthen families and includes approximately 70 pastors.

11. COMMISSIONERS' COMMENTS

Commissioner Williams—asked Mr. Tusing for an update regarding the smoke testing on the sanitary sewer lines. Mr. Tusing stated that some of the smoke testing has begun. He will provide Mr. Williams with more information.

Commissioner Williams displayed pictures of overgrown landscape along U.S. 301 near the old DeSears. He asked Mr. Burton to look into cleaning that area up as it is the gateway to Palmetto.

Commissioner Varnadore—asked if the open container language will be added to the adopted alcohol ordinance as she requested during last year’s discussion. Mayor Bryant stated she will have staff put it on a future workshop for discussion.

Commissioner Varnadore requested the February 17th Commission meeting date be moved to either February 10th or February 24th.

Motion: Commissioner Smith moved, Commissioner Varnadore seconded, and the motion carried 4-1 to cancel the February 17, 2014 workshop and 7:00 p.m. meeting and reschedule both meetings to February 24, 2014. Commissioner Williams voted no.

Commissioner Davis—asked Mr. Tusing if there should have been a stop sign installed at 12th Street and 24th Avenue. Mr. Tusing stated that that particular intersection was not on the list as part of the safe streets project. Since a sidewalk has been installed, Mr. Tusing will put together a report for the next meeting for the possibility of moving the stop sign currently at 13th Street and 24th Avenue to 12th Street and 24th Avenue.

Commissioner Davis thanked the Manatee County School Board for getting the trees trimmed that are in front of Palmetto Elementary.

Commissioner Smith opined that a workshop meeting would be beneficial to obtain public input regarding stop sign installation in the City. Mr. Tusing suggested this would be a good survey question for the fair. Mayor Bryant opined that a neighborhood meeting would probably be a better way to handle the stop sign situation because there usually is not a lot of public comment at a workshop.

Commissioner Cornwell—stated that her family is showing rabbits at the fair.

Commissioner Smith—reminded everyone that after the MLK Parade on Saturday, January 18th, the Multi-Cultural Festival will be held at Lincoln Park from 3:00 p.m. until 9:00 p.m. There will be games and rides with the cost of a wristband being \$5.00. There will be food vendors and several bands performing.

Mayor Bryant adjourned the meeting at 8:00 p.m.

Minutes approved: February 3, 2014

James R. Freeman

James R. Freeman
City Clerk

Minutes corrected: March 3, 2014

The January 13, 2014 minutes were corrected to reflect that the City Attorney stated that Slicks has complied with the Special Function Permit.