

**CITY OF PALMETTO  
CITY COMMISSION MEETING  
November 17, 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  
Debra Woithe, City Planner  
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order at 7:06 p.m., followed by a moment of silence and the Pledge of Allegiance.

All persons intending to address City Commissioner were duly sworn.

Mayor Bryant read the Certificate of City Canvassers report for the City of Palmetto reflecting the results of the City of Palmetto Election held on November 4, 2014. The results of the election were as follows:

Harold Smith was elected as Commissioner, Ward 1, unopposed.  
Tambra Varnadore was elected as Commissioner, Ward 2, unopposed.  
Brian Williams was elected as Commissioner, Ward 3, receiving a total of 619 votes.

Mayor Bryant administered the Oath of Office to Harold Smith, Commissioner, Ward 1; Tambra Varnadore, Commissioner, Ward 2; and Brian Williams, Commissioner, Ward 3.

**Motion:           Commissioner Varnadore moved, Commissioner Smith seconded, and the motion carried 5-0 to adjourn the meeting sine-die.**

Elected Officials Present:

Shirley Groover Bryant, Mayor  
Jonathan Davis, Vice Mayor, Commissioner-at-Large 1  
Tamara Cornwell, Commissioner-at-Large 2  
Harold 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  
Debra Woithe, City Planner  
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order with newly sworn in Commissioners.

1. CITY COMMISSION AGENDA APPROVAL

**Motion: Commissioner Varnadore moved, Commissioner Williams seconded, and the motion carried 5-0 to approve the November 17, 2014 Agenda.**

2. PUBLIC COMMENT

None.

3. CONSENT AGENDA APPROVAL

A. Clerk's Office

1. Minutes: October 20, 2014 and November 3, 2014
2. Special Function Permits
  - a. De Soto Heritage Festival Grand Parade
  - b. De Soto Children's Parade
3. Resolution 2014-29 Budget Amendment

**Motion: Commissioner Davis moved, Commissioner Cornwell seconded, and the motion carried 5-0 to approve the November 17, 2014 Consent Agenda.**

4. PUBLIC HEARING CONDITIONAL USE PERMIT 2014-03 PET'S LIFE NATURALLY

This is a request by Pet's Life Naturally, located at 523 8<sup>th</sup> Avenue West, for an electronic sign.

Mayor Bryant re-opened the public hearing from November 3, 2014.

Debra Woithe, City Planner, explained that the applicant is requesting a Conditional Use Permit to replace the current sign with combination identification and electronic sign. A draft of Electronic Message Center (EMC) Guidelines and Code were received from the CRA and reviewed by staff. These guidelines were discussed with the applicant and Park Crisp and Jack May of Magee Signs. The electronic portion of the sign will be similar in appearance and brightness to the identification portion as well as other internally lighted signs throughout the City. The brightness of the light emitting diode (LED) display will not exceed the brightness of the bottom, which is internally illuminated by fluorescent lamps. The digital capabilities allow a change copy using high quality images, however no animations, flashing or scrolling. The image will fade from one to another. The size of the electronic portion is less than 50 percent of the surface area of the sign.

Ms. Woithe stated that Mr. May indicated that, for a 16 sq. ft. sign with 8-inch letters, an electronic message will have 10-12 seconds of visibility for a car travelling 30 mph. Mr. May observed that the traffic light at the nearest intersection changes in a 20 second range.

Since the last meeting, Magee Signs has changed the color of the sign post and cabinet to match that of the building better. This will conform to the Downtown Design Guidelines. They have also confirmed that the surface area of the sign will be reduced from its existing size of 46.88 sq. ft. to 39.02 sq. ft. in the new sign.

Staff recommends approval of the Conditional Use Permit with the following conditions:

1. Brightness shall not exceed 5,000 lumens in the daytime and 1,500 lumens at night. Brightness will be automatically adjusted to ambient light conditions.
2. The display shall not change more frequently than 16 seconds and shall fade from one image to the next. The transition from one image to another will fade and shall not flash or scroll.
3. The sign will not be used to play a video (it will be static, non-motion).
4. No sound shall be emitted from the sign.
5. The sign shall be made available for public messages related to emergencies.

6. The sign shall conform substantially with the revised images presented at the November 17, 2014 Commission public hearing. The size shall not exceed 40.00 sq. ft. and color is to integrate with the building.
7. The electronic portion of the sign shall conform to electronic sign code adopted by the City of Palmetto in the future.

Park Crisp, Magee Sign, representing applicant, stated that the applicant is in agreement with the staff recommendations as presented tonight.

Mayor Bryant closed the public hearing after hearing no further public comment.

**Motion: Commissioner Williams moved, Commissioner Cornwell seconded, and the motion carried 4-1 to approve Conditional Use Permit 2014-03 with staff recommendations as presented tonight. Commissioner Varnadore voted no.**

#### 5. ASR WELL UPDATE

No update.

#### 6. DEPARTMENT HEADS' COMMENTS

Chief Wells—congratulated Commissioners Harold Smith, Tandra Varnadore, and Brian Williams and looks forward to working with everyone.

#### 7. MAYOR'S REPORT

Mayor Bryant received an email from the second grade class at St. Stephens School in Bradenton, Florida. The class recently visited Pioneer Park [Palmetto Historical Park] and were very pleased with their visit.

This weekend Mayor Bryant drove past 17<sup>th</sup> Street Park and saw the Manatee School of the Arts Action Team out cleaning up the park.

She said that Pet's Life Naturally had a customer appreciation event this past weekend and Lex's Automotive had an event this past Friday.

Mayor attended a ribbon cutting at JGA Beacon located off Canal Road. She welcomed them to the City.

#### 8. COMMISSIONERS' COMMENTS

Commissioner Williams—welcomed Commissioner Harold Smith to the Board.

He commented on the Veterans program that was put on at the Palmetto Elementary School and the Veterans Day Parade stating they were both great events.

While attending the recent CRA seminar in Miami, one of the speakers said "the future is 100 percent of the people bringing the vision towards city leaders so that we can take those visions to the table for greater opportunity to grow our community." Mr. Williams stated that this statement is very accurate and he appreciates that the City of Palmetto is doing exactly that.

Commissioner Varnadore—looks forward to continuing to work with City staff and newly elected Commissioner Harold Smith.

Commissioner Davis—congratulated Commissioners Harold Smith, Tandra Varnadore, and Brian Williams.

Mr. Davis commented on the ribbon cutting held at JGA Beacon last week.

Commissioner Cornwell—welcomed everyone to City Commission.

She commented on the exceptional service that was held for Brother Bud that passed away.

Commissioner Smith—thanked everyone and looks forward to working with staff and Commission.

Mayor Bryant reminded everyone that Commissioner Charles Smith will be sworn in and take the Oath of Office at Manatee County tomorrow at 9:00 a.m. in their Chambers.

Mayor Bryant adjourned the meeting at 7:45 p.m.

Minutes approved: December 1, 2014

*James R. Freeman*

James R. Freeman, City Clerk