

**CITY OF PALMETTO
CITY COMMISSION MEETING
October 17, 2016
7:00 PM**

Elected Officials Present:

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

Elected Officials Absent:

Shirley Groover Bryant, Mayor

Staff Present:

Jim Freeman, City Clerk
Fred Moore, Assistant City Attorney
Allen Tusing, Public Works Director
Scott Tyler, Chief of Police
Amber Foley, Assistant City Clerk

Vice Mayor Smith called the meeting to order, followed by a moment of silence and the Pledge of Allegiance. Commissioner Varnadore respectfully requested that the Preston family be remembered in the moment of silence as Mr. Walter Preston, founder of Manatee Fruit Company, recently passed away.

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

PROCLAMATION: Commissioner Varnadore presented the Red Ribbon Week proclamation to Andrew Hartman, Project Director Drug Free Manatee. Red Ribbon Week is October 23-31, 2016.

~~**PROCLAMATION:** Farm City Week, November 9-19th~~
~~Accepting: Amber Foley, Farm City Week Committee Member~~ Vice Mayor Smith removed this proclamation, it will be presented on November 7th.

PROCLAMATION: Commissioner Williams presented the Veterans Day proclamation to Donald Courtney, past Chairman Manatee County Veterans Council. Mr. Courtney informed Commission and the public that the annual Veterans Day parade will be held on November 11th starting at 10:15, ending at 11:00 at Sutton Park for a service.

1. CITY COMMISSION AGENDA APPROVAL

Vice Mayor Smith asked for the removal of B.1. from the Consent Agenda from tonight's meeting.

Motion: Commissioner Davis moved, Commissioner Cornwell seconded, and the motion carried 5-0 to approve the October 17, 2016 Agenda with the removal of item B.1. from the consent agenda.

2. PUBLIC COMMENT

Phil and Diana Baker, Palmetto residents, explained that 27 years ago they received a permit to install and build a 12x12 shed on their property on a concrete slab. This structure has since deteriorated and they would like to replace it with another 12x12 shed. The City requires a variance now with a cost of \$1,000.00. They are respectfully requesting that the City Commission waives the fee.

Mr. Tusing stated that originally they would have been required to have a variance for this structure.

Motion: Commissioner Davis moved, Commissioner Cornwell seconded, and the motion carried 5-0 to waive the \$1,000.00 variance fee contingent on the City Attorney's review.

3.. CONSENT AGENDA APPROVAL

A. City Clerk's Office

1. Minutes: September 12th and September 26th
2. Resolution 2016-33 Budget Clean-up
3. Alltrust Renewal Contract

B. Public Works

1. ~~Traffic Signal Maintenance and Compensation Agreement Removed~~
2. Cintas Agreement

Motion: Commissioner Cornwell moved, Commissioner Davis seconded, and the motion carried 5-0 to approve the October 17, 2016 Consent Agenda.

4. GRANT ADMINISTRATION/CONTRACT MANAGEMENT SERVICES CONTRACT

Mr. Freeman explained that the City has been awarded a loan through the state revolving fund loan program to fund the equalization tank and reuse project. The interest rate of the loan is 0%; however, there are extensive reporting requirements to ensure compliance with the loan, thus the need for Guardian. The City has attached a contract between Guardian and the City for grant administration and contract management services which outlines the general terms. Mr. Freeman stated that the specific costs associated with Guardian's services will be outlined on individual work orders as the projects come forward. There are two work orders attached for the equalization tank and the reuse expansion. Guardian's services are expected to span both projects over multiple years. Mr. Freeman requested approval of the contract contingent upon the City Attorney's final review.

Motion: Commissioner Cornwell moved, Commissioner Williams seconded, and the motion carried 5-0 to approve the piggy back contract between Guardian Community Resources, Inc. and the City of Palmetto for professional services contingent upon the City Attorney's final review.

5. 1st READ ORDINANCE 2016-15 IMPACT FEES

AN ORDINANCE OF THE CITY COMMISSION FOR THE CITY OF PALMETTO, FLORIDA, AMENDING THE PALMETTO CODE OF ORDINANCES; AMENDING THE REGULATIONS RELATED TO WATER AND SEWER IMPACT FEES; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner Williams moved, Commissioner Davis seconded, and the motion carried 5-0 to schedule Ordinance 2016-15 for a public hearing on November 21, 2016 at 7:00 p.m. or as soon thereafter as same can be heard in these Chambers and direct staff to advertise for same.

6. SEPTEMBER CHECK REGISTER (INFORMATIONAL ONLY)

7. TRAFFIC UPDATE

8. DEPARTMENT HEADS' COMMENTS

Mr. Freeman—discussed the Commission meeting schedule for November. He stated that November 7th has been scheduled at this time as a 7:00 p.m. one item agenda. Mr. Freeman requested more clarification on what Commission would like to see on this agenda. At this time there is the Farm City Week proclamation and the General Development Plan 2016-01. Staff would like to add a recognition for Lowe's Local Heroes Program, the Employee of the Fourth Quarter, and recognition for Commissioner

Cornwell's 20 year service as a Commissioner. Discussion ensued between staff and Commission on the November meeting calendar. It was decided that the November 7th meeting would be a full Commission meeting with a 4:30 p.m. workshop, a 7:00 p.m. meeting and a CRA Board meeting to follow. Then it was decided to cancel the November 21st meeting all together.

Motion: Commissioner Davis moved, Commissioner Varnadore seconded, and the motion carried 5-0 to cancel the November 21, 2016 Commission meetings and have a regularly scheduled Commission 4:30 p.m. workshop, 7:00 p.m. meeting and CRA Board meeting.

Motion: Commissioner Williams moved, Commissioner Cornwell seconded, and the motion carried 5-0 to reconsider the motion made on Ordinance 2016-15.

Motion: Commissioner Williams moved, Commissioner Cornwell seconded, and the motion carried 5-0 to schedule a public hearing for Ordinance 2016-15 for November 7, 2016 at 7:00 p.m. or as soon thereafter as same can be heard in these Commission Chambers and direct staff to advertise for same.

Ms. Foley informed Commission that a swearing in for the elected officials was to be held on November 21st with the County judge coming. Ms. Foley and Mrs. Johnston were asked to contact the Judge to see if he could attend on November 14th instead and report back on November 7th; a motion can be made on November 7th to schedule a meeting for November 14th or November 21st.

Chief Tyler—a community policing survey was drafted and sent out to the residents along with a self-addressed stamped envelope addressed to the University of South Florida. Commissioner Varnadore requested a copy and/or information be published on the City's website directing residents where to go to obtain a copy of the survey or where to send it to. Commission also requested information be put on the gateway sign informing residents to fill out their surveys and mail them in.

9. MAYOR'S REPORT

10. COMMISSIONERS' COMMENTS

Commissioner Williams—questioned if parking would be available on December 1st as the sign states for Riverside Parks East and West. Mr. Tusing stated that it is still planned to be re-opened on that date.

Commissioner Varnadore—questioned if the sidewalks along Riverside Park West will be closed as they were on Riverside Park East during the construction. Mr. Tusing indicated that there are no plans to close off the sidewalks along Riverside Park West at this time.

Vice Mayor Smith adjourned the meeting at 7:42 p.m.

Minutes approved: November 7, 2016

James R. Freeman

James R. Freeman
City Clerk