

**CITY OF PALMETTO  
CITY COMMISSION MEETING  
AND CRA BOARD MEETING  
MARCH 4, 2019  
7:00 PM**

**ELECTED OFFICIALS PRESENT:**

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

**ELECTED OFFICIALS ABSENT:**

Tambra Varnadore, Commissioner, Ward 2

**STAFF PRESENT:**

Mark Barnebey, City Attorney  
Jeff Burton, CRA Director  
Jim Freeman, City Clerk  
Allen Tusing, Director of Public Works  
Scott Tyler, Chief of Police  
Amber LaRowe, Assistant City Clerk

Mayor Bryant called the meeting to order at 7:03 p.m., followed by a moment of silence and the Pledge of Allegiance.

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

**1. CITY COMMISSION AGENDA APPROVAL**

**Motion: Commissioner Davis moved, Commissioner Williams seconded, and the motion carried 4-0 to approve the March 4, 2019 Commission Agenda.**

**2. PUBLIC COMMENT**

No comment.

**3. CONSENT AGENDA APPROVAL**

**A. City Clerk's Office**

1. 7<sup>th</sup> Street Extension Right of Way
2. Jerry Hill Memorial Kids Fishing Tournament Special Function Permit

**B. Public Works**

1. Resolution 2019-05 16<sup>th</sup> Avenue West Project Funding
2. Resolution 2019-06 Half-Cent Infrastructure Funding

Commissioner Williams questioned if the 7<sup>th</sup> Street Extension Right of Way is wide enough to put a trail in if desired. Mr. Tusing confirmed that there is enough room there if the City intends to construct a trail through there.

Commissioner Davis inquired if the 16<sup>th</sup> Avenue West Project Funding request will have any effect on other projects. Mr. Tusing informed the Commission that no other projects will be effected by this.

**Motion: Mr. Davis moved, Mr. Williams seconded, and the motion carried 4-0 to approve the March 4, 2019 Consent Agenda.**

#### 4. RFQ RECOMMENDATION FOR ARCHITECTURAL SERVICES

Mr. Freeman informed the Commission that on January 7<sup>th</sup> the City issued a request for qualifications (RFQ) for architectural services in order to design a new Police Department building. The City received four responses by the deadline of January 31<sup>st</sup>; one firm withdrew their submittal based on workload. An evaluation committee comprised of seven members, four City employees and three City business owners reviewed the submittals received. The Committee interviewed the three firms and site visits were completed during the first few weeks of February. On February 27<sup>th</sup>, the Committee met and ranked the three firms based on the evaluation scoring; a copy of the summary sheet is attached to the Agenda.

Based on the recommendation, staff is requesting that the Commission approve the Committee recommendation and authorize staff to negotiate a contract with the first ranked architectural firm, Architects Design Group (ADG) for the design of a new Police Department building on the City owned parcel on 10<sup>th</sup> Avenue West between 7<sup>th</sup> Street West and 9<sup>th</sup> Street West. If the City cannot reach an agreement with the first ranked firm, staff will meet with the second ranked firm. If an agreement cannot be reached with the second ranked firm, staff will then meet with the third ranked firm.

**Motion: Commissioner Davis moved, Commissioner Williams seconded, and the motion carried 4-0 to approve and accept the evaluation committee recommendation to negotiate a contract with the first ranked firm Architects Design Group (ADG) for architectural services for construction of a new Police Department building; provided, however, if the Mayor determines that an impasse has occurred in the negotiations regarding the first ranked firm, that the Mayor can authorize termination and proceed with the next highest ranked firm until an acceptable agreement has been entered.**

*MAYOR BRYANT RECESSED THE CITY COMMISSION MEETING AT 7:17 P.M. TO OPEN THE MARCH 4, 2019 CRA BOARD MEETING.*

*MAYOR BRYANT RECONVENED THE CITY COMMISSION MEETING AT 7:28 P.M.*

#### 5. RESOLUTION 2019-07 CRA CARRYFORWARD BUDGET

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, AMENDING RESOLUTION NO. 2018-28, WHICH RESOLUTION ADOPTED THE BUDGET FOR FISCAL YEAR 2018-2019, AND PROVIDING FOR AN EFFECTIVE DATE.

**Motion: Commissioner Davis moved, Commissioner Williams seconded, and the motion carried 4-0 to adopt Resolution 2019-07.**

**STANDING AGENDA ITEMS:**

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#### 6. TRAFFIC UPDATE

Mayor Bryant did not have anything new to report other than that it has been confirmed by the Florida Department of Transportation (FDOT) that the angle of the right hand turn from 9<sup>th</sup> Street West onto Manatee Avenue West was decided by the City of Bradenton. She stated that any complaints regarding the design should be directed to the City of Bradenton and not FDOT.

#### 7. PALMETTO POOL UPDATE

Nothing new on the pool.

Mayor Bryant stated that she plans to have a meeting with Mayor Poston and Elliot Falcione regarding the Manatee River Regatta event. Once she has that meeting, she will bring more information back to the Commission.

Commissioner Williams requested someone from the City contact FDOT to ask if the Green Bridge will be shut down whether the City of Palmetto agrees to it or not.

#### 8. POLICE DEPARTMENT BUILDING UPDATE

Nothing new.

### **COMMENTS:**

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#### 9. DEPARTMENT HEADS' COMMENTS

**MR. BURTON**—confirmed a \$600,000 grant with Southwest Florida Water Management District for the Connor Park project. Staff is currently working on permitting requirements for that project.

He met with FDOT on Thursday and announced that the 10<sup>th</sup> Avenue project is moving forward.

#### 10. MAYOR'S REPORT

Mayor Bryant reminded the Commission to download the book Pocket Neighborhoods if they have not already done so.

She reminded everyone of Heritage Day at the Historical Park on Saturday from 10:00 a.m. to 2:00 p.m.

#### 11. COMMISSIONERS' COMMENTS

**COMMISSIONER WILLIAMS**—commented on the new lighting in the City and how nice it is.

He inquired about his previous questions to Mr. Freeman regarding the CSX property north of 9<sup>th</sup>; Mr. Freeman received some email correspondence back, however, needs further follow-up.

Mr. Williams discussed the Manasota League Legislative Priorities and encouraged the Commission to call in to participate. He will provide the information to Mrs. Penny Johnston who will forward it to the other Commissioners.

**COMMISSIONER DAVIS**—will be attending the Tampa Bay Regional Planning Council meeting next Monday.

On Wednesday, he will be representing the Mayor in the Mayor's Cup in Saint Petersburg and hopes to bring home the trophy!

**COMMISSIONER CORNWELL**—reminded everyone to set their clocks forward an hour on Sunday for Daylight Saving's Time.

Mayor Bryant adjourned the meeting at 7:48 p.m.

MINUTES APPROVED: March 18, 2019

*James R. Freeman*

JAMES R. FREEMAN  
CITY CLERK