

Palmetto City Commission  
May 16, 2005 4:00 PM

Elected Officials present:

Larry Bustle, Mayor  
Brian Williams, Vice Mayor (entered at 4:08 PM)  
Eric Ball, Commissioner  
Tamara Cornwell, Commissioner  
Mary Lancaster, Commissioner  
Tambra Varnadore, Commissioner

Staff and others present:

Michele Hall, Attorney  
Chief Garry Lowe  
Chris Lukowiak, Public Works Director  
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 4:00 PM.

A moment of silence for overseas military personnel was observed, followed by the Pledge of Allegiance to the United States Flag.

Mayor Bustle introduced William Stollo, the City's new Code Enforcement Director. Mayor Bustle informed the Commission he would recommend revising the 7:00 agenda to include the appointment of Mr. Stollo as a city Code Enforcement officer.

Mayor Bustle advised the Commission of two changes to the agenda; the deletion of the Sanctuary Cove Community Development District presentation, as requested by the developer, and the addition of a brief presentation by Manatee County Administrator Ernie Padgett.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Mr. Ball moved, Mrs. Lancaster seconded and motion carried 4-0 to approve the May 16, 2005 4:00 PM agenda as modified.

2. MANATEE COUNTY ADMINISTRATOR ERNIE PADGETT

Mr. Padgett referred to a letter to Mayor Bustle dated April 26, 2005. Mr. Padgett explained the county needs Palmetto's assistance with their 44th Avenue project. Manatee County must create a crossing across a CSX track, which CSX has challenged. The two parties entered mitigation and have reached an agreement, which is contingent upon Palmetto closing either the 7th Ave. W. or 11th St. W. CSX crossing; Manatee County will close two CSX crossings. Manatee County Transportation Director Larry Mau presented an overlay of the location of the proposed 44th Avenue project. Mr. Mau discussed the difficulties faced when negotiating with CSX.

Commission discussed the two proposed closing locations, citing potential ramifications if either location were closed; 7th Avenue could be a key future route to alleviate 8th Avenue traffic; the 11th Street closing would add to the congestion in a neighborhood that contains many dead end streets. Attorney Hall suggested the City's traffic engineer should be contacted so that a comprehensive traffic study could be performed on the two suggested closure locations as well as the identification of alternative closure locations.

Mr. Padgett informed the Commission that the County's mediation would remain at its current status until the City has had a chance to fully consider the County's request. He confirmed the County will continue to identify another closure location. Mr. Padgett also confirmed the County is committed to assisting the City in its negotiation with CSX regarding the 8th Avenue crossing. He also confirmed that if the City does permit the closing of 7th Avenue, all costs incurred will be

funded by the County. He asked that he be notified when the Commissioners make a decision regarding a CSX crossing closure in Palmetto.

### 3. AGENDA ITEM SUSPENSE LOG

Commission reviewed the Agenda Item Suspense Log. Changes made are as follows:

- All issues pertaining to traffic were combined and rated #1
- Occupational license ordinance was rated #2

Attorney Hall suggested the following items be deleted from the log, as they will be addressed in the Land Development Code:

- Sign ordinance
- General Development Plan Minor Modification ordinance
- Historic preservation Board ordinance
- New development density compatibility
- Derelict boats ordinance

Attorney Hall advised the Commission the Potable Water Contract and Jackson Park land acquisition issues are in the hands of Manatee County. The manhole sealing contract has been reviewed and will be ready for the June 6, 2005 agenda.

Commission requested the items be line numbered and that an anticipated completion date column be added.

### 4. CIP UPDATE

Mr. Lukowiak reviewed the proposed additions to the Capital Improvement Plan as follows:

- 7th Avenue and 5th Street intersection - \$74,000
- Repairs for pump station at 5th Street and 5th Avenue - \$67,000
- System D3 (17th Street between 9th and 10th Avenue) - \$115,000

Mr. Lukowiak reviewed the changes that have been made to existing CIP projects:

- GIS mapping system reduced by \$5,000
- System D-4 reduced by \$320,000
- System E-3 reduced by \$397,000
- 10th St. & 26th Ave. reduced by \$13,000
- System G-1 increased by \$120,000

Mr. Lukowiak explained Westra Construction had reviewed the plans of the upcoming projects and made recommendations that resulted in the reduction in estimated project expenses.

During the discussion it was discovered that not all engineered drawings required for certain projects are being provided by the developers in an electronic format. Commission discussed if this requirement would apply to an individual building a small single-family home. Building Official Roger Titus informed the Commission that signed and sealed drawings by an architect or engineer are required before a building permit is issued for a single-family dwelling. A City Commission administrative policy will be created requiring developers to submit a paper and electronic version of major projects submitted for approval.

### 5. BUILDING DEPARTMENT ADDITIONAL POSITION

Building Official Roger Titus discussed the need for an additional permit technician to more efficiently serve the significant workload increase. He informed the Commission the permit

technician is in addition to an inspector's position approved at an earlier date. The base pay for the position will be \$22,900 and will not require a budget amendment. The only additional equipment to be purchased is a computer. Mr. Titus stated his entire staff will eventually be cross-trained as a permit technician. Mr. Titus estimated there will be approximately \$500,000 in the department's reserves at the end of the year, a portion of which will be used to purchase equipment to electronically archive records. Commission suggested Mr. Titus should research or hire a consultant to advise what technology equipment would be necessary to enable contractors to obtain permitting information on-line, as well as allow the inspectors to perform their administrative functions on wireless computers.

Commission concurred with the new position, but instructed staff to ensure that all future job descriptions submitted for approval contains both the salary grade and range.

#### 6. DISCUSSION – FILL ORDINANCE

Mr. Lukowiak explained the proposed ordinance was a beginning in establishing an ordinance to control stormwater runoff until the land development code and stormwater rate studies are completed. Mayor Bustle inquired why a free standing fill ordinance could not be developed, suggesting it is necessary as soon as possible.

Commission discussed a single family lot and how the proposed ordinance should apply; impervious surface, monitor and inspection after construction; quantity and quality of fill, personal responsibility for water when land is altered. Attorney Hall suggested that for the homeowner wishing to construct a small single family home the certification requirements could be deleted and language added to prevent the adjacent homeowner from being flooded such as: 1) require that water not be channeled into a sanitary sewer; 2) require that slopes and banks of retention/detention areas must have certain vegetation; 3) require that a property owner be responsible for the property's water.

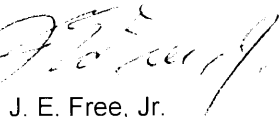
Staff will bring a new draft to Commission at a subsequent meeting.

#### 7. PROPOSED EX-PARTE COMMUNICATIONS ORDINANCE

There were no comments on the proposed ordinance.

Meeting adjourned at 6:00 PM.

Minutes approved: June 6, 2005



J. E. Free, Jr.  
City Clerk