

Palmetto City Commission
June 19, 2006 4:00 p.m.

Elected Officials Present:

Larry Bustle, Mayor
Mary Lancaster, Vice Mayor
Eric Ball, Commissioner
Tamara Cornwell, Commissioner
Brian Williams, Commissioner

Elected Officials Absent:

Tambra Varnadore, Commissioner

Staff and Others Present:

James R. Freeman, City Clerk
Chris Lukowiak, Public Works Director
Chief Garry Lowe
Michele Hall, City Attorney
Ric Hartman, Planning Supervisor/Zoning Administrator
Deanna Roberts, Administrative Assistant

Mayor Bustle called the meeting to order at 4:02 p.m. A moment of silence was observed for our military personnel serving overseas, followed by the Pledge of Allegiance.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Mrs. Lancaster moved, Ms. Cornwell seconded and motion passed unanimously to approve the June 19, 2006, 4:00 p.m. agenda.

2. REMOTE PAYMENTS ONLINE (Jim Freeman)

Mr. Freeman introduced Ms. Cindy Hammer, Bank of America Treasury Services Group, who presented a PowerPoint on a comprehensive program for online payments.

Remote payments online allows customers to make payments via the web, an IVR (Interactive Voice Response) site, or a customer service site. It is flexible and can be designed to City of Palmetto specifications. Customers can enroll and become regular users of the system and use checking/savings or credit cards to pay. Safeguards for security are part of the system. A security value code for credit cards, found on the back of the card, is required. An enrolled account can be set up to pay multiple accounts.

The link to the Bank of America site can be accessed through a link from the City of Palmetto home page. Bank of America hosts the payment site from a secure location and the City does not store any secure information.

The payment is transmitted from Bank of America to the City the next day. The accounts are posted electronically daily. A Customer Service Representative (CSR) can see the payment coming in real time if the customer is in danger of a cutoff. It may not have posted electronically yet, but the CSR has access to a web site where she can verify the payment if the customer calls to advise. Based on the time set up by the City, late fees may be added if the payment is not made by a certain time on the due date.

The City can charge a convenience fee especially for credit card use and pay Bank of America to cover costs for the transactions. The City will need to break even on the costs.

The IVR site is another way for people to pay who do not have access to the internet. It can be offered in Spanish and English.

Credit card payments made at City Hall can be made by phone at a kiosk set up at City Hall.

Mrs. Lancaster asked if this system will replace a Customer Service Rep. Mr. Freeman said they will still need to deal with shutoffs and walk-in customers. This is something the residents want. Mr. Ball said that with growth in the City, this may eliminate the need to hire more Customer Service Reps in the future.

Mr. Freeman said he can bring an agreement back to Commission at the July 24, 2006, 7:00 p.m. meeting. Cindy Hammer said implementation is about three months from start to finish.

3. PROPOSAL IMPACT FEE ORDINANCE (Jim Freeman)

In addition to the two current impact fees, water and sewer, four others are proposed: general government, police, parks and recreation and roads. Mr. Freeman presented a PowerPoint outlining the fee schedule showing the impact the fees would have on residential single family, multi-family and mobile homes and two categories of non-residential. Commission has seen these figures before. The only change is to the non-residential roads portion which has minor revisions. The roads impact fee is now based on PM peak trip period (per trip within the peak hour).

A comparison between the proposed city impact fees and the county impact fees was presented. Mr. Freeman noted the county charges a 2.5% administration fee.

Mr. Freeman said the city is projecting \$800,000 in impact fees from water and sewer in 2006, which breaks down to roughly \$1,400 per resident.

Mr. Williams asked for a total of all impact fees before the ordinance passes to make sure the city is in line with the surrounding areas. Mr. Ball thinks we will be below but also wants to see the totals.

Based on the projected unit counts (new construction in the city), the forecasted increase for 2007 with the four new impact fees would be around \$2.1 million. This could be used to offset costs associated with each of the four categories.

Ms. Cornwell referenced page four and asked in which category the Historical Park buildings would fall. Attorney Hall said the list on page four is a list of future categories the city could finance through impact fees if it chose to do so.

Mr. Freeman said general government fees could finance a new city hall or new seating in the commission chambers. Police fees could finance new vehicles etc. Parks and recreation fees could finance trails, playground equipment, new parks, etc.

Attorney Hall said the impact fees can only be used for capital improvements. Mike Burton of Burton and Associates spoke and said the use of impact fees must be related to growth: new facilities or additions to existing facilities. Improvements can be made to existing facilities to enable them to provide the same level of services.

Ms. Cornwell asked if renovations to the Olympia Theater could be financed through impact fees if it were used for public use such as a senior day facility for bridge etc. Attorney Hall said that would be recreation and would qualify. Mr. Burton said funds can't be used to cure an existing deficiency but enhancing and increasing recreational facilities would probably qualify.

Mr. Ball asked why it mattered if a structure were destroyed by an act of God (page 6 (g)). If you replace one single family home with another there is no increase in demand of service. It doesn't matter the reason for the rebuilding as it relates to impact fees. Attorney Hall said she will make a revision and have it ready for the 7:00 p.m. meeting.

Impact fees will be collected on the net positive increase in any change of use, for example, replacing a single family home with a multi family dwelling. The Section dealing with this, 7-72, will be revised and ready for the 7:00 p.m. meeting so that this item can go forward.

Mr. Burton said the City of Palmetto's fees are lower than surrounding areas.

Mr. Williams commented that he thought the parks fees were too high in comparison with the other fees. What will the City do with this money? Mr. Hartman said the Comp Plan requires one acre of green space per 1,000 people and four acres of parks per 1,000 people. The City currently meets that requirement and actually exceeds it. Mr. Williams said developers are already being asked to dedicate open space for parks and green space, but Mr. Burton said they can receive credits toward their impact fees when they do so. To keep meeting the requirement, the City will have to buy more land and the price of land is skyrocketing. Mr. Lukowiak interjected that it's not just about space. The City has to provide lighting, security and be ADA compliant. Mr. Williams said all the combined impact fees would be nearly \$20,000 just for a single family home. Mayor Bustle said this is a way to make growth pay for itself.

There was a consensus among Commission to move the item forward to the 7:00 p.m. agenda with the revisions discussed.

4. CEMETERY (Jim Freeman)

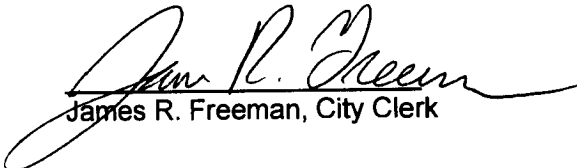
Ms. Cornwell asked what procedure the City would use to resell a plot that has no ownership. The plot may have been purchased years before with no heirs existing. Mr. Conrad will research.

Mr. Freeman said this ordinance just formalizes procedures the city has been using. The current ordinance is only two sentences and states nothing regarding the operation of the cemetery. The new ordinance addresses transfers of ownership and potential expansion of the cemetery which would provide additional spaces. Historically the plots have been transferred or sold by deed. Under the new ordinance this would be done by certificate. The city would issue and maintain the certificates.

Mr. Freeman said with Commission's approval the Cemetery Ordinance will be brought forward at the July 24, 2006, meeting.

The meeting was adjourned at 5:37 p.m.

Minutes approved: July 24, 2006


James R. Freeman, City Clerk