

**CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
May 5, 2014
4:30 PM**

Elected Officials Present

Jonathan Davis, Vice Mayor, Commissioner-at-Large 1
Tamara Cornwell, Commissioner-at-Large 2
Charles Smith, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2—(Entered the meeting at 4:41 p.m.)
Brian Williams, Commissioner, Ward 3—(Entered the meeting at 4:39 p.m.)

Elected Officials Absent:

Shirley Groover Bryant, Mayor

Staff Present:

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Amber Foley, Assistant City Clerk

Vice Mayor Davis called the meeting to order at 4:33 p.m.

PROCLAMATION: Vice Mayor Davis presented the National Nursing Home Week Proclamation to Fred Landy, Nursing Home Administrator, Riviera Palms. National Nursing Home Week is May 11-17, 2014.

PROCLAMATION: Commissioner Cornwell presented the Civility Month Proclamation to City Attorney Mark Barnebey.

1. CRA DOWNTOWN COMMERCIAL CODE

Mr. Burton informed Commission that this is the final phase of the grant. He is still working on completing the Minority Report for the state and he will make a presentation to the Planning and Zoning Board this month. Florida Department of Economic Opportunity (FDEO) reviewed the amendments that were made to the Comprehensive Plan and approved them. FDEO has already awarded \$19 thousand of the \$25 thousand total for the grant. Mr. Burton will finish the requirements for this grant and then apply for the next grant which opens on June 6th.

2. SPECIAL FUNCTION PERMIT AND FACILITIES RENTAL AGREEMANT DISCUSSION

Mr. Freeman discussed the changes that were made to the City's Special Function Permit that include:

- A non-refundable application fee of \$25.00 for 1-5 events per year, \$50.00 for 6-12 events per year, and \$100 for more than 12 events in a calendar year.
- If an event has vendors, the applicant will need to provide the City with insurance (\$1 million) naming the City as an additional insured for each vendor that will be at their event.

Commissioner Smith opined that this should not be a requirement. The applicant should provide the insurance naming the City as additional insured, but not each vendor. Discussion ensued regarding insurance for events. Commissioner Varnadore requested information about liability issues and how the City is held liable for vendors at an event in the City when a claim is made. Commissioner Smith requested staff ask an insurance writer attend a meeting to provide information to them.

- A site plan is to be submitted at the time the application is turned in.

- Events having alcohol are required to have off-duty police officers. Mr. Freeman stated that staff will speak with Chief to determine if there is an established attendance threshold that also requires off-duty officers be at an event.
- The permit must be turned in no later than 60 days prior to the event.

Commission asked what the consequences would be if the applicant turned in the Permit late. Commissioner Williams stated that the City should consider charging a late booking fee or creating a category depending upon the anticipated attendance that will determine how long prior to the event the City would need the application for processing.

- The applicant is required to pay all fees that pertain to their event before approval.

Commissioner Cornwell would like to see some language included in the Permit that informs the applicant that they are to clean-up after their event or they will not receive their deposit back.

Mr. Freeman discussed the changes made to the Facility/Park Rental Agreement and Banner Display Request Form that include:

- Full day and half day rentals only with the exception of Celebration Center.
- Park rental hours are from 8:00 a.m. to 6:00 p.m. with the exception of Celebration Center. Commission would like the hours of park rentals to be from 8:00 a.m. to dusk.
- Taylor Park, Hidden Lake Park, Hydrant Park, and Estuary Park have all been added as additional rental options.
- Park rental fees were adjusted; some were increased, some were decreased.
- Sutton Park rentals are the Bandstand or the Bandstand and grounds
- No facility rental refunds will be given. The consensus of Commission was to allow refunds of rental charges if an applicant has a conflict that arises on the day that was requested.

In regard to banner display locations, Commission would like staff to look into the implementation of another gateway location to display banners.

The consensus of Commission was to add language that allows the applicant to have banners, stick signs, etc. at the park during their event to identify the event that is being held. (Examples include Happy Birthday, reunions, political events, etc.)

Commissioner Varnadore requested verification about the use of the electronic sign for displaying events instead of the banner system that is currently being used.

3. ORDINANCE 2014-06 NOISE ORDINANCE

Attorney Barnebey explained to Commission that this Ordinance has been drafted using Manatee County's Noise Ordinance as an example. The difference between the one the City currently has and the one that is being proposed is that the County uses decibel meters too. The only problem with using decibel meters is that you need the equipment, proper training, etc. Commission can decide if the use of decibel meters is something that needs to be used by the Police Department or if it is something to be removed from the proposed ordinance.

This item will be carried forward for more discussion at the next Workshop meeting.

4. ORDINANCE 2014-07 OUTDOOR EATING AND DRINKING ESTABLISHMENTS

Attorney Barnebey stated that with this proposed ordinance it would make outdoor eating and drinking establishments be allowed by a Conditional Use Permit or the amplified noise could be part of a Conditional Use Permit. Over time, the City will likely see an increase in the establishment of outdoor eating and drinking businesses. Commission needs to decide the best way to handle the noise that will be potentially created by having outdoor entertainment at these establishments.

This item will be carried forward for more discussion at the next Workshop meeting.

Vice Mayor Davis adjourned the meeting at 6:02 p.m.

Minutes approved: June 2, 2014

James R. Freeman

James R. Freeman
City Clerk