

**CITY OF PALMETTO  
CITY COMMISSION WORKSHOP MEETING  
July 20, 2015  
4:30 PM**

Elected Officials Present:

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

Staff Present:

Mark Barnebey, City Attorney  
Jim Freeman, City Clerk  
Scott Tyler, Chief of Police  
Javier Vargas, Deputy Director Public Works  
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order at 4:31 p.m.

1. FY2016 CITY BUDGET DISCUSSION

Mr. Freeman discussed the FY2016 assumption pages of the budget handout. He explained that the General Fund ad valorem revenues are approximately \$3.9 million with the assumption of assessing a preliminary millage rate of \$5.7171; this is the same millage that was assessed last year. He reminded Commission that they can set the millage rate higher and always reduce it at final adoption; however, it cannot be increased.

Other highlights from the assumptions page are as follows:

- Property values have increased 5.3% compared to last year's.
- Taxable value in the TIF area is up \$23 million for a total value of \$265 million. This is a 9.5% increase compared to last year.
- Utility revenues are loaded with the approved rate increases associated with the rate study that was approved in 2013. Water and Sewer revenues reflect a 4% increase while Reuse revenues reflect a 2% increase. This is year three of a five year implementation plan.
- At this time, the Building Department is balanced and projected to have a small surplus.
- All employee salaries include a one-step increase for FY2016. The Commission salary has been increased to \$12k per year.
- The budget for health insurance represents an increase of 20% compared to previous year. The renewal from the carrier is much higher than 20% and staff is still in negotiations with the current carrier. The City is also in the process of marketing the group to other carriers. The budget will be affected pending the outcome of these negotiations.
- No new positions have been requested.
- Cost allocations for General Fund support services methodology is consistent with prior years. A portion of the Planning Department cost center is now being allocated to non-general fund cost centers.
- Mr. Freeman also discussed the one time expenditures in the General Fund being funded by fund balance.

Mr. Freeman presented Commission with a graph showing the Ad Valorem Revenue Per Capita per City in Manatee County. This is a more accurate indicator of surrounding jurisdictions instead of just comparing what each city's millage is.

Mr. Freeman also presented a chart showing different millage increases in the City and how that would affect the overall budget. Again, he reminded Commission that they can set the millage higher now and lower it at final adoption but they can never increase it after adopting a tentative millage. On the agenda at 7:00 p.m. there will be a motion to adopt a tentative millage and set the first public hearing for September 14<sup>th</sup>.

## 2. GATEWAY SIGN GUIDELINES

Mr. Freeman discussed the changes to the Guidelines since the last meeting:

- Spaces will be reserved on a first come first serve basis
- Commission shall have the right to waive the advertising fees for any Palmetto City sponsored event, government entity or other organization subject to formal action of the City Commission
- Removed that fees collected will be used for maintenance and repairs to signage within the City
- Added that applicants must be a non-profit, removed 501c3
- The event being advertised must be within the City limits of Palmetto
- Any exceptions to the above criteria must be approved by formal action of the City Commission

Discussion ensued regarding which events would have the fee waived. It was asked that staff prepare a list of all City sponsored events and Historical Park events; then Commission can approve which ones will be waived.

This item will be removed from the 7:00 p.m. meeting pending the City event list.

## 3. ROADSIDE MEMORIAL POLICY

Mr. Vargas explained that there is currently no policy in place for installation of roadside memorials. The need for a policy is to ensure that any memorials that are placed are done so in a safe manner and are not a distraction. He discussed the criteria noting that no markers will be erected for victims who were directly involved in criminal activity that led to their deaths, such as DUI, reckless driving, fleeing law enforcement, etc.

Discussion ensued regarding the development and need for a policy. Mayor Bryant informed Commission that she has received complaints about a couple in the City being a distraction and could possibly become a hazard. Due to many questions and concerns, this Policy will be removed from the 7:00 p.m. agenda and brought forward at the next workshop to discuss the concerns presented tonight.

## 4. ORDINANCE 2015-07 MISCELLANEOUS OFFENSES

Due to lack of time, this item was not discussed

Mayor Bryant adjourned the meeting at 6:00 p.m.

Minutes approved: August 24, 2015

*James R. Freeman*

James R. Freeman, City Clerk