

**CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
May 15, 2017
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
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Allen Tusing, Public Works Director
Scott Tyler, Chief of Police
Amber LaRowe, Assistant City Clerk

Mayor Bryant called the meeting to order at 4:30 p.m.

Commissioner Williams exited the meeting at 4:34 p.m. and returned at 4:41 p.m.

PRESENTATION: Mr. Freeman give a presentation on the FY2015/2016 Comprehensive Annual Financial Report (CAFR). He discussed the major initiatives for FY 2016 that included the seawall upgrade, the living seawall enhancements and a solar structure at Estuary Park. Major initiatives for the future include inflow and infiltration repairs, intersection improvements at 14th Avenue and 17th Street, and redevelopment plans for 10th Avenue West corridor. Mr. Freeman informed Commission that the total net position increased by approximately 4.3% in comparison to prior year, total revenues increased by approximately 2.8% in comparison to prior year, and the total expenses increased by 4.7% in comparison to prior year. Mr. Freeman touched on proprietary activities and fiduciary funds. The City received an unmodified opinion on the Management Letter for the CAFR which is the highest opinion that can be received; it indicates financials are fair, accurate and appropriately presented.

1. DISCUSSION: CODE OF ORDINANCES APPENDIX B

Mr. Freeman explained the reason for this discussion is to give direction to staff on advertising for ordinances, most importantly the ordinances that go before the Planning and Zoning Board and then to City Commission. He specifically asked input from the Commission regarding the rule in the Zoning Code that indicates within 30 days of receipt of a General Development Plan (GDP) the Planning and Zoning Board shall hold a public hearing to discuss and make recommendations to the City Commission. Staff recommends the removal of the 30 days and the insertion of the word "promptly".

Currently, the Planning and Zoning Board will create a dual advertisement for Public Hearings in which they will advertise for the date of their public hearing as well as the date for the City Commission public hearing. This cuts down on costs as well as staff time. Advertising is not limited to the newspaper, it is also the job of the Planning and Zoning Department to send notices out to the surrounding property owners as well as post a sign with the date, time, and location of all public hearings regarding said ordinance. Staff would like to continue this as it is the most efficient way to conduct business.

Commissioner Williams is not in favor of the word "promptly", but agrees that the 30 day time frame is too short to allow the Planning and Zoning Board to prepare the item for the Planning and Zoning Board and

then the City Commission. Commissioner Cornwell agreed with Commissioner Williams and would prefer an adequate time frame be written instead of the word "promptly".

Karla Owens, City Planner, agrees with Commission on the 30 day timeframe being too short. Attorney Barnebey suggested that the language be drafted to read that the Planning and Zoning Board will hold a public hearing within a reasonable period of time after receipt of a completed Planned Development application.

Commissioner Varnadore prefers to not have a specific timeframe so that Commission would have ample time to review the applications, listen to Planning and Zoning Board minutes, review their comments, and have Public Hearings on the Planning and Zoning items.

Attorney Barnebey understands the Commission's comments and Mrs. Owens comments and will make the changes and draft an ordinance to be reviewed at the next Workshop with a first read on the ordinance to follow at the 7:00 p.m. Commission meeting.

2. SPECIAL FUNCTION PERMIT APPLICATION DISCUSSION

Mr. Freeman presented a PowerPoint presentation regarding the materials included in the agenda. One change that was made since the agenda preparation was the fee for Sutton Park rental. Staff proposes the fee to rent Sutton Park as \$600 for a full day and \$300 for a half day with no change to those renting the park without a Special Function Permit (currently rental of Sutton Park is \$200 a day with a \$50 security deposit). A comment that keeps reoccurring with some of the Commission is whether to limit the number of events held in the Parks; staff performed research and analyzed Manatee County, City of Bradenton, City of Sarasota, City of Mount Dora, Longboat Key, and Holmes Beach rental agreements. Holmes Beach was the only City that had a limit on the rental of their field at City Hall.

Commissioner Davis commented on the City of Bradenton's deposit for those events having vendors that use grease. He likes the idea and believes it is something the City should consider adopting. Mr. Tusing opined it is a good idea; however, also stated that there has not been any issues that he has come across and could see requiring vendors to provide a container for dumping oil/grease.

Commissioner Williams does not agree with the deposit amount of \$500 for the boat ramp; he would prefer to see it increased to \$1000. If there are events that want to have their events in the downtown along the waterfront, there should be ways to get boaters access to the boat ramp and the parking.

Discussion ensued regarding the fee structure, limiting the number of large events, and deposits. Commissioner Varnadore requested further discussion on this item at the 7:00 p.m. meeting; otherwise, she opined a moratorium on events is necessary. She would like to see this as the first item on the next workshop as well. Mrs. LaRowe reminded Commission that on June 5th (the next workshop), Wengay Newton is coming to present the Legislative update and after that there is to be a small discussion on the Planning and Zoning ordinance as just discussed tonight. This discussion will also be placed on that meeting agenda as well; however, it will be listed as number three.

Mayor Bryant adjourned the meeting at 6:04 p.m.

Minutes approved: June 5, 2017

James R. Freeman

James R. Freeman
City Clerk