

**CITY OF PALMETTO  
CITY COMMISSION WORKSHOP MEETING  
December 4, 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

Elected Officials Absent:

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.

1. ORDINANCE 2017-13 PURCHASING

Attorney Barnebey highlighted the changes as presented in the agenda packet with changes marked in red. Significant changes included:

- Good faith effort to obtain an informal competitive quote from three or more vendors.
- Allow for formal advertisement in a newspaper of general circulation OR an online procurement site if allowed by law.
- Section 2-57(d) was moved to Section 2-58 as (b).
- Section 2-57(d)(7) and (8) were added regarding communication to the City Attorney or the City's Purchasing Agent and the completion of a sworn statement as pursuant to Section 287.133(3)(a) Florida Statutes.
- Section 2-60 is now titled Professional Services or Highly Technical Services
- (b) was added to Section 2-60 giving the option for specialized professional services may be selected and negotiated in the same manner as a sole source contract upon Mayor approval.
- Section 2-62 (8) was added to allow the City Commission to suspend a person from consideration for award of contracts for a period of less than three years for items (5), (6), and (7) of same Section.

- Extensive rewording and addition of language to Section 2-63 Appeals and Remedies.
- Section 2-64 (b)(3) was added pursuant to Section 255.065 Florida Statutes.
- A new Section was added, Section 2-75 Authority of City Attorney to dispose of claims against the City.

Commissioner Williams requested the addition of the Purchasing Agent as someone to review the documents meeting the requirements upon request of the Mayor to Section 2-56 (c). Mayor Bryant will review that Section and speak with the City Attorney.

The advertising was discussed regarding the “or an online procurement site, if allowed by law”. It was decided that the City Attorney would rewrite the last sentence to say advertise online and/or in the newspaper of local circulation.

Section 2-60 was discussed and Attorney Barnebey will move to a different location within the Ordinance and provide further clarification.

In regards to the new Section 2-75, Commission would like to be notified when the City Attorney disposes of claims against the City.

The changes will be made and brought to the next Workshop on December 18<sup>th</sup>. Mr. Freeman informed Commission that some other changes will also be made to the Ordinance to reflect the Code of Federal Regulations (CFR) language needed for the Community Development Block Grant.

Mayor Bryant adjourned the meeting at 5:30 p.m.

Minutes approved: January 8, 2018

*James R. Freeman*

James R. Freeman  
City Clerk