

**CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
January 8, 2018
4:30 PM**

Elected Officials Present:

Shirley Groover Bryant, Mayor
Tamara Cornwell, Commissioner-at-Large 2
Jonathan Davis, Commissioner-at-Large 1
Harold Smith, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2

Elected Officials Absent:

Brian Williams, Vice Mayor, Commissioner Ward 3

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 opened the meeting at 4:30 p.m.

Mayor Bryant switched the order of the agenda items, hearing the Purchasing Ordinance first then the Half Cent Sales Tax Discussion.

1. ORDINANCE 2017-13 PURCHASING

Mr. Freeman discussed the changes as outlined in the agenda in red. He identified two specific changes that are not in the attached Ordinance as follows:

1. Section 2-64(a)(3) add “or offered for sale” after the sentence that mentions advertisement in a newspaper having a general circulation in the City; and,
2. Section 2-65 add a second sentence that states “purchasing policies to address community development block grants (CDBG) may be adopted by separate resolution.” *This specific addition is to meet the federal grant requirements specific to CDBG grants only.*

The Commission was pleased with the Ordinance as presented along with the above stated changes. This Ordinance is on the 7:00 p.m. agenda for a public hearing and final adoption (with the changes added as discussed).

2. HALF CENT SALES TAX DISCUSSION

Mr. Freeman reviewed the list as presented in the agenda. He would like to have this for adoption via resolution at the January 22nd Commission meeting. This is a fluid document, meaning that the projects identified once adopted are not set in stone. If there are other projects that take

priority then they can be added and the list can be modified per Commission approval anytime. Mr. Freeman informed Commission that the only change since the last meeting was that the officer protective gear is not funded with the half cent sales tax dollars and has since been removed. The addition of a small boat ramp/jet ski ramp to the DeSoto Bridge area has been added.

The Commission would like to have an annual review of the list, after adopted, to see the projects funded and how they are moving along. Commissioner Varnadore requested that Commission be specifically made aware of park improvements before they occur.

3. HISTORICAL PARK AGREEMENT DISCUSSION

A redlined version of the Agreement was emailed out to the Commission prior to today's meeting. It is attached to and made a part of the minutes. Attorney Barnebey noted that the term is for 10 years and allows for two additional ten-year terms as opposed to the current four additional renewals.

Col. Dick Pack, Treasurer for the Historical Commission, is seeking clarification on some of the changes as presented tonight. He began with the advertisement of Historical Park events on the City's gateway sign; he opined that all events should be advertised on the sign at no cost. In regards to Section 6.b., he would like the last sentence removed that requires an annual audit be performed, due to the cost. Diane Ingram, representing the Agriculture Museum and the County Clerk's Office, explained that there is an annual review of the Historical Park "books" and she would like to know if that review that is performed annually would suffice if submitted to the City; this review does include the finances. Attorney Barnebey will change the last sentence of that section to indicate the Historical Commission will provide the City a copy of their annual review.

Col. Pack requested the removal of "as required by law" in section 6.j. Attorney Barnebey agreed.

Ms. Ingram mentioned the conflicting phone payment responsibilities in the attached Agreement. In Section 5 it indicates that the phone will be paid for by the City for the Carnegie Library; however, in Section 8 it states that the County Clerk is responsible for the phone for both the Ag Museum and the Carnegie Library. Attorney Barnebey will remove the Carnegie Library phone from Section 8; it will remain the responsibility of the City of Palmetto until the County switches to the new phone system and that new phone system is provided and installed in the Historical Park buildings.

Commissioner Cornwell exited the meeting at 5:31 p.m. and returned at 5:33 p.m.

Col. Pack opined that the renewal terms should stay at four extensions as opposed to the two as currently proposed.

Section 13, notices, was discussed. It was requested that Phaedra Carter's name be added to the Manatee County Clerk of Circuit Court information along with Cathy's name. Section 13 was

Commission Workshop Meeting

January 8, 2018

Page 3 of 3

also amended to say that all notices required under the Agreement shall be in writing and sent by email.

Ms. Ingram questioned Section 5.e, specifically landscaping. She mentioned that the employees at the Historical Park like to add landscape to the Park from time to time and she questioned if this Section prohibits that. Attorney Barnebey will clarify with a statement that says the Commission and Museum may supplement landscaping after discussion at the Palmetto Historical Quarterly meetings.

Attorney Barnebey will make the discussed changes and send out to both Col. Pack and Diane Ingram for their review. This item will be placed on the January 22 workshop and 7:00 p.m. meeting for approval.

Mayor Bryant adjourned the meeting at 5:42 p.m.

Minutes approved: February 26, 2018

James R. Freeman

James R. Freeman
City Clerk