

**CITY OF PALMETTO  
CITY COMMISSION WORKSHOP MEETING  
June 3, 2019  
4:30 PM**

ELECTED OFFICIALS PRESENT:

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Vice Mayor, Commissioner-at-Large 2  
Jonathan Davis, Commissioner-at-Large 1  
Harold Smith, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner Ward 3—(Arrived at 4:47 p.m.)

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. QUASI-JUDICIAL /LAND USE TRAINING

Attorney Barnebey made a presentation to the Commission regarding Quasi-Judicial/Land Use hearings. A copy of the presentation is attached to the minutes. Quasi-Judicial is defined as “the action, discretion, etc., of public administrative officers or bodies, who are required to investigate facts, or ascertain the existence of facts, hold hearings, weigh evidence, and draw conclusions from them, as a basis for their official action, and to exercise discretion of a judicial nature.” Quasi-Judicial actions include:

- Rezoning;
- Site Plans;
- Special exception or permits;
- Variances;
- Vested rights hearings;
- Denials of permits to operate adult oriented businesses;
- Code enforcement

Attorney Barnebey started the training with a brief history on Florida Supreme Court’s ruling in Brevard County v. Snyder. He explained ex-parte communicate in a Quasi-Judicial hearing and how important it is to disclose communication by anyone to all Commissioners during the hearing process.

2. JULY AUGUST SEPTEMBER COMMISSION CALENDAR

Cheryl Miller, Finance Director, informed Commission of the following proposed dates for special budget Commission meetings:

- July 29, 2019—5:30 p.m.
- August 7, 2019—5:30 p.m.
- August 12, 2019—5:30 p.m.
- September 4, 2019—5:30 p.m.

Ms. Miller stated that the fiscal year 2020 budget will be distributed to the Commission by July 8, 2019. The proposed adoption of tentative millage and tentative budget is scheduled to be done during the regularly scheduled September 9<sup>th</sup> Commission meeting with final adoption of both millage and budget during the regularly scheduled September 23<sup>rd</sup> Commission meeting.

Chief Tyler discussed the following dates for discussion with Architects Design Group (ADG) regarding the Palmetto Police Department Building:

- July 24, 2019—5:30 p.m. in the Commission Chambers
- July 30, 2019—6:00 p.m. at the Palmetto Library
- July 31, 2019—6:00 p.m. at the Palmetto Youth Center

He stated that these meetings will give the Commission and the public the opportunity to hear from ADG and to give their opinions and suggestions.

Mayor Bryant adjourned the meeting at 4:55 p.m.

MINUTES APPROVED: June 17, 2019

*James R. Freeman*

JAMES R. FREEMAN  
CITY CLERK