

CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
June 17, 2019
4:30 PM

ELECTED OFFICIALS PRESENT:

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

ELECTED OFFICIALS ABSENT:

Jonathan Davis, Commissioner-at-Large 1

STAFF PRESENT:

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Jim Freeman, City Clerk
Mohammed Rayan, Public Works Deputy Director
Lorenzo Waiters, Police Captain
Amber LaRowe, Assistant City Clerk

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

1. DEPARTMENT UPDATES

CAPTAIN WAITERS:

- During the summer hours, with school being out, the Department has extra staff out in the community
- Discussed car burglaries and reminded everyone lock your doors, take your keys inside

Commission requested more foot and bike patrol in neighborhoods especially the areas where children play and hangout. Commissioner Smith informed Captain Waiters that he will call to meet with him sometime in the next week.

Commissioner Varnadore requested detour/informational signs on 7th Street to inform motorists that 3rd Avenue is closed to local traffic only and there will be no vehicle traffic to turn onto 10th Street West. Mr. Rayan stated that because this is Florida Department of Transportation (FDOT) project, the City cannot put signs up diverting/informing traffic. Mr. Rayan, with the help of Captain Stinson, has reached out to FDOT to ask for signs on 7th Street regarding the closure at 10th Street West.

MR. FREEMAN:

- Finance is working on the fiscal year 2020 budget to be distributed to the Commission by July 8th
- Discussed the budget calendar for July, noting the first budget discussion will take place during the regularly scheduled July 22 Workshop meeting
- Reminded the Commission of the three meetings regarding the Police Department
 - July 24th in the Commission Chambers
 - July 30th at the Palmetto Library

- July 31st at the Palmetto Youth Center
- Noted that staff will be issuing the bid for the construction manager for the Police Department Building; will be working with the architects
- In July and August, the Utility Rate Study/Master Utility Ordinance will be discussed on the agendas
- The Personnel Policy will be brought back to the Commission in ordinance format in July and August

Commission discussed the Police Department Building. Commissioner Smith opined a budget and specifications should be completed before any meetings are had with the Commission and the community. Mr. Freeman stated that he will talk with Architects Design Group (ADG) and ask that they present to the Commission the plan on the budget for the project and the factors that go into the cost of the building. Mr. Freeman stated that conceptual drawings will be brought to the Commission and the community during the meetings as mentioned above.

MR. RAYAN:

- Working with FDOT and CSX on the project on 10th Street West at the railroads; water/sewer lines have been relocated
- The CDBG 10th Avenue West project is about 45 percent complete; when the reclaim water lines are completed, pressure testing will begin
- The equalization (EQ) tank construction at the waste water treatment plant will begin around July 1st
- 3rd Street Drive project has been completed; staff will begin patching the roadway
- Belt press shed project will begin June 26 with a completion by July 15
- Public Works is working with FDOT on the relocation of 23rd Street
- Staff is working on the 5th Street reclaim water project and then will repave the roadway
- Working on various projects with the Historical Park

BRETT TAYLOR, WASTEWATER TREATMENT PLANT:

- As of November 1, 2018 there has been 27 years without a loss time accident; safety is their number one priority
- Discussed the aquifer storage and recovery (ASR) tank and the rain that has occurred to fill the tank
- Will be meeting with the engineers on Thursday for the EQ basin to do a final walk through of the Plant

Commissioner Williams inquired about the quarterly report that the City used to receive from Veolia; Mr. Taylor will check on that.

PENNY JOHNSTON, EXECUTIVE ADMINISTRATIVE ASSISTANT:

- Toilet Rebate Program begins October 1, 2019
 - \$100 rebate to residents who purchase a new water conservation toilet to replace their toilet that was installed 1995 or earlier
 - Maximum of two per household
 - Working with Southwest Florida Water Management District (SWFWMD)

ATTORNEY BARNEBEY:

- Amberwynd litigation is moving along; the case is still in the discovery phase
- Working with the City and the CRA on various contracts that are moving forward
 - Contract on the mural at the transit station will begin soon
 - Leased the old Grower's Hardware building for the construction of the Seahorse statue to be located at Riverside Park West
- Working with the Planning Department on the sign ordinance and some updates to the Comprehensive Plan

MR. BURTON:

- Working with Palmetto High students (TigerVision) to complete public relation videos on various projects in the CRA; 10th Avenue West, Connor Park, Seahorse, etc.
- Short term plan for the downtown property will be brought forward at the next CRA Board meeting
- In January the CRA will apply for the EPA Grant
- Moving forward on the Riverside Property development plan. No contract at this time, working with the developers for a multi-family/mixed use
- Working with the Palmetto Youth Center on priorities for the next year
- Will be having discussions with the Commission/CRA Board regarding the removal of the pavilion at Riverside Park West
- Fourth of July event is underway
- Working with Attorney Barnebey on the pocket neighborhoods
- The CRA Redevelopment Plan will be coming forward along with proposed changes to the Comprehensive Plan

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

MINUTES APPROVED: July 22, 2019

Jim Freeman

JAMES R. FREEMAN
CITY CLERK