

**CITY OF PALMETTO
CITY COMMISSION WORKSHOP MEETING
January 27, 2020
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

STAFF PRESENT:

Mark Barnebey, City Attorney
Jim Freeman, City Clerk
Mohammed Rayan, Public Works Deputy Director
Scott Tyler, Chief of Police
Amber LaRowe, Assistant City Clerk

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

1. EMPLOYEE OF THE QUARTER RECOGNITION

Mayor Bryant recognized the following City employees for their recent nomination as Employee of the First Quarter:

- Tarleena Robinson
- Sam Smith
- Stephen Morgan
- Kristin Hutton
- Fidel Carranza

Sam Smith was recognized as Employee of the First Quarter.

Mayor Bryant switched items 2 and 3 of the Agenda.

3. CONSTRUCTION MANAGER AT RISK AGREEMENT

Chief Tyler gave an explanation on the agreement and the plan going forward. Mr. Freeman stated the proposed contract has been created from a template that is used by Manatee County for similar construction projects; they do these projects more frequently than the City. There are a total of three documents for this approval with the agreement containing two phases, a pre-construction service followed by the construction phase. The pre-construction service is a flat fee of \$65,000 and this fee will cover costs associated with the contractor working with the Architects over the next six to eight months. At the conclusion of the pre-construction phase, the contractor will propose a gross maximum price (GMP) based on 90-100 percent construction drawings and the budget provided by the City. This GMP will come back to the Commission at that time for approval as part of the GMP addendum once the final price has been determined. The approval that is on for tonight at 7:00 p.m. is solely for the \$65,000 pre-construction fee. The proposed budget for this project is \$9.1M and includes cost to construct the new building and furniture, fixtures and equipment. Mr. Freeman acknowledged that Robert High, President of H.J. High Construction and Tom Yarger, Manatee County are both present in the audience to answer all questions the Commission has.

Commissioner Smith asked Mr. Yarger to explain the process to the Commission. Mr. Yarger echoed a lot of what Mr. Freeman explained. He stated that it is practice to not have a price regarding the GMP; the only price right now is for the initial pre-construction phase. He discussed the procedure and the plans stated that usually the GMP is provided at approximately 90 percent plans.

Commissioner Cornwell asked if the Architects will be coming forward to the Commission to show different building designs to see what the Commission would like, aesthetically, for the new building. Mr. Freeman stated that constant information will be provided to the Commission along the way. He informed Commission that Mr. Rayan would be the project representative and the point of contact for the City.

Mr. High discussed the advantages of the construction manager at risk process. He stated that he will discuss continuously to meet the budget of the City.

UPDATE ON THE LINCOLN POOL:

Mr. Yarger explained that the drawings for the pool are at 30 percent with little change since what was last presented to the Commission. Cost estimates are slightly higher than projected but there is not a whole lot of concern right now because this is only the 30 percent mark. The County will be using cost estimators to work through the numbers for this project. Mr. Yarger will report back to the Commission when the 60 percent and the 90 percent plans are received.

Attorney Barnebey stated that the Agreement for the Pool should be brought forward to the Commission for approval on the February 3rd Commission meeting.

Mr. Yarger informed the Commission that the grand opening at Blackstone Park will be on March 11th at 6:00 p.m.

2. ORDINANCE 2020-01 CITY OF PALMETTO SEAL

Attorney Barnebey stated that the City of Palmetto has an official seal and the intent of the Ordinance is to protect that. Section 165.043, Florida Statutes, provides for the City to designate the official seal by ordinance and make it a misdemeanor to use the seal without the approval of the City Commission. Along with the City seal, a new CRA logo is in the ordinance as well.

Commissioner Cornwell questioned if the seal can be trademarked. Attorney Barnebey stated that this Ordinance does not do that; however, that is something that the City can do in addition to this. Mrs. Cornwell questioned how permission would be granted; Attorney Barnebey stated it could be done via a form to be presented to the Commission for permissible use.

Commissioner Smith opined this is not necessary and that it is too late for the City to do this because the seal is already out there for use. He also asked what other municipalities have done this. Attorney Barnebey stated that the City of Bradenton has done this, recently, and that this Ordinance is similar to theirs. Commissioner Smith asked for a copy of Bradenton's Ordinance.

Commissioner Varnadore read the City of Bradenton Ordinance and noted that it is reflective of Florida Statue 165.

Commissioner Smith would like to make sure permissible use is granted or denied fairly and equitably.

Commissioner Cornwell would like language or a disclaimer in regards to City Officials distributing trinkets and merchandise, i.e. pens, pins, stickers, notepads, etc. Attorney Barnebey can look into that and bring back more specific language. He asked that it be removed from tonight's 7:00 p.m. meeting.

Mayor Bryant adjourned the meeting at 5:45 p.m.

MINUTES APPROVED: 2/24/2020

James R. Freeman

JAMES R. FREEMAN
CITY CLERK