

MINUTES
CITY COMMISSION/CRA WORKSHOP MEETING
SEPTEMBER 11, 2023
4:30 P.M.

This Commission Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application.

ELECTED OFFICIALS PRESENT IN CHAMBERS:

Shirley Groover Bryant, Mayor
Sheldon Jones, Vice-Mayor, Commissioner-at-Large 1
Tamara Cornwell, Commissioner-at-Large 2
Sunshine Mathews, Commissioner, Ward 2
Harold Smith, Commissioner, Ward 1
Brian Williams, Commissioner, Ward 3

STAFF PRESENT IN CHAMBERS:

Mark Barnebey, City Attorney
Jim Freeman, City Clerk
Edward Johnson, Interim CRA Director
Mohammed Rayan, Public Works Director
Scott Tyler, Chief of Police
Cassi Bailey, Assistant City Clerk
Penny Johnston, Executive Assistant
Cheryl Miller, Finance Director

STAFF PRESENT ELECTRONICALLY:

Todd Williams, Information Technology (IT) Consultant

Mayor Bryant opened the meeting at 4:30 pm.

1. **EMPLOYEE OF THE 3RD QUARTER**

Mayor Bryant presented the Employee of the 3rd Quarter to Selena Resendiz, Police Department Dispatcher.

2. **CRA DIRECTOR'S REPORT (E.JOHNSON)**

Mr. Johnson presented his September Director's report. The PowerPoint was included in the Agenda. He noted that Manatee Habitat for Humanity will be discontinuing their residential rehabilitation program after completing their current projects. They will be concentrating on new home construction. He gave an update on the CRA funding with Keep Manatee Beautiful. They have increased their funding to \$50,000 for the proposed 2024 budget. Mr. Johnson also noted that the CRA staff attended the Palmetto Downtown Mainstreet Program meeting in August. The members agreed to take on the Multi-Cultural and 4th of July events in the future. Mr. Johnson also highlighted the Connor Park update. Mr. Bob Gause will be providing a final update in October.

Commissioner Williams questioned the Habitat for Humanity issue. He specifically questioned the requirement of a garage or storage structure for new construction, so materials aren't left outside. He asked if we could require a garage be included with new construction projects. Mr. Johnson noted that the new model that will be brought to the market will be a townhome design with a one car garage.

Commissioner Williams also asked about the funding for Fairs and Festivals being given to the Mainstreet Program to run these events. Mr. Johnson answered that they are proposing having a line item in the CRA budget that will go to the City for dissemination of CRA activities. The City will match the CRA's contribution of \$50,000. The City will then have the control to search for a third party to run these events. Commissioner Williams asked if we have verified with any other authority if this is allowed. Mr. Barnebey answered that we cannot disburse it for fairs and festivals specifically, but they could be a sponsor of the event or as a funding source for the organization as a whole. As a sponsor, they can establish certain guidelines.

Mr. Freeman clarified that the CRA has already allocated funds to the Mainstreet program in the amount of \$100,000. At the last meeting, the Commission didn't decide who would be running the operation of these two events. All that has been done so far, is allocate \$50,000 in the City's budget and allocate \$50,000 in the CRA's budget to disseminate CRA information, which could potentially go towards those events. They also discussed an additional \$10,000 from the Convention Center Hotel to be allocated to these events in 2024. Commissioner Williams said that was fine for our budget, but he wanted to know about the budget for the Mainstreet program. He wanted to know how the Mainstreet Committee would be spending that money. Before the money is contributed, an agreement would need to be made. Commissioner Williams would like a copy of the Mainstreet Board's bylaws. Mr. Johnson reiterated that there has been no final decision of who is running these events.

Commissioner Jones opined that the Habitat for Humanity plan of new construction was a good thing. He asked about the \$50,000 being allocated to fund Keep Manatee Beautiful. Mr. Johnson answered that they would be paying for services. They are providing the services based on their agreement and the CRA is contributing these funds. There will be a written agreement before any money is given to them. It will come to the Commission beforehand. Commissioner Jones questioned the Mainstreet Board operations. Mr. Johnson- said he can have the chairperson come before them and answer any questions they have.

Mayor Bryant noted that they have partnered with Keep Manatee Beautiful for many years, and they have made a big difference in the community.

Commissioner Smith discussed the Keep Manatee Beautiful program. He wanted to know where that money is going. Last year we gave them \$30,000. Mr. Johnson answered that the first year they used the money to hire an individual that works exclusively in Palmetto. She was given an award a couple of months ago by the Commission. The volunteers come directly from her efforts. Commissioner Smith reiterated his desire to know where the \$50,000 would be going. Mayor Bryant answered that they have to maintain their supply of cleaning supplies, safety vests, tools, beverages for volunteers, marketing, an office they maintain, etc. She believed they are a great program. Mr. Johnson reiterated that the additional dollars would go towards services rendered. They will have an agreement with Keep Manatee Beautiful based on the specific projects they assign. He will share that information, once they have it. Commissioner Smith believed if this is a volunteer program, they shouldn't be paid. It's a good program, but they need to know where the money is going.

Commissioner Smith questioned how much money has been given to the Mainstreet program last year. Mr. Johnson responded that no money has been given to them yet. They allocated \$100,000 in last year's budget

and that has been moved forward to the 2024 budget. Commissioner Smith would like to see a budget from them before giving them any money. Mr. Johnson responded that they will, before any money is given.

Commissioner Cornwell stated that they don't allow carports for new construction houses, as of a couple years ago, in Palmetto. As far as the two events being discussed, they had a consensus at the last meeting that they were moving forward with the two festivals. She believed they needed to have closure at tonight's meeting. Commissioner Cornwell would also like to know the new projects that the CRA will be moving forward with.

Commissioner Williams believed that the previous Habitat for Humanity's HOA failed. He would like to know their future plans for that.

Commissioner Cornwell reiterated the need for a vote at tonight's meeting regarding the 2024 Multi-Cultural Festival and 4th of July event.

3. FY2024 CIP DISCUSSION (J.FREEMAN)

Mr. Freeman presented the Capital Improvement Plan. This is a 5-year plan, that is voted on after the final budget is approved. This will eventually get adopted through a Resolution. A lot of these programs are ongoing projects. Page 3 of the document was highlighted and will support the first-year funding. They re-evaluate the plan every year. Mr. Freeman continued to discuss specific aspects of the plan, which was included in the Agenda.

Commissioner Cornwell questioned sidewalks being added on the 7th street extension projects. She would like sidewalks added to the title of the project. Mr. Rayan confirmed that sidewalks were part of the funding for the 7th street extension project. Street paving was also questioned. There is money allocated to street paving in the Half Cent Sales tax budget. Also, as part of the Ward One phase three project, they will be paving, as well. Discussions continued regarding a footbridge, and future development at Riverside.

Commissioner Jones also questioned street paving and advocating for work that was needed in Ward Two. He stated that Ward two doesn't receive the same amount of funding that Wards One and Three do. He opined that there needed to be more sidewalks in the area of 21st Street between the 2400 block and 14th Avenue. He believed the County and City need to collaborate. Commissioner Jones asked if the Wastewater Treatment Plant, WWTP, storage building will be big enough. Mr. Rayan responded that will come in conjunction with future WWTP expansion/upgrades. Mr. Rayan also noted that there is funding through ARPA for sidewalks. The approved plans of the homes on 21st Street near 14th Avenue identify sidewalks as part of their project.

Commissioner Williams asked if there can be more information added to the CIP packet detailing which projects have carried forward funds, which projects have been started and some funds have been spent, date the project was initially proposed, and the date the project will begin. He also questioned what Ward One phase four will include. Mr. Rayan indicated that he would send out a map to everyone showing the area that will encompass.

Mr. Barnebey questioned the impact fees listed on the document. Mr. Rayan will follow up with Mr. Barnebey. Mr. Barnebey also mentioned the need to update any capacity improvements/capital improvements in the Comprehensive Plan.

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Mr. Freeman noted that he will put this item back on the Agenda at the end of September or beginning of October for further discussion and approval. The half cent sales tax list will also be forthcoming.

Mr. Rayan shared with Commission that his staff is working on bringing forward an industrial wastewater ordinance. There are a couple of businesses wanting to discharge their wastewater into the plant. They want to ensure they have the proper documentation and permits to keep them compliant with the DEP requirements. They are working with the City Attorney's office to piggyback off a City of Tampa Ordinance. He wanted to bring this to their attention as they will be bringing it forward at a future Workshop. Commissioner Jones asked if it was in an industrial area. Mr. Rayan responded yes, its at an existing plant between 10th Street and 9th Avenue behind the old Taylor Fulton factory. Mr. Rayan stated that it is already zoned for that. Mayor Bryant shared that the new business will be bringing approximately 100 jobs to the area.

Mayor Bryant adjourned the meeting at 5:55 pm.

MINUTES APPROVED: SEPTEMBER 25, 2023

JAMES R. FREEMAN

JAMES R. FREEMAN

CITY CLERK