

**Palmetto City Council
Administrative Meeting
December 11, 2000 4: 00 PM**

Elected Officials Present:

**Pat Whitesel, Mayor
Tamara Cornwell, Vice Mayor
Shirley Groover Bryant, Council Member
Donna Keefer, Council Member
Mary Lancaster, Council Member
Brian Williams, Council Member**

Staff and other present:

**Alan H. Prather, Attorney
Chief Kenny Bright, Palmetto Police Department
Mary Jean Forrester, Acting City Clerk
Mike Hickey, Public Works Director
Diane Ponder, Administrative Assistant**

Vice Mayor Cornwell called the meeting to order at 4:02 p.m.

Mr. Williams asked to amend the agenda to allow Mr. Dean Daily to discuss a situation that has arisen at the Palmetto Mobile Home Club. It was consensus of Council to allow this change in the agenda.

Mr. Williams stated Mr. Daily had spoken to the Mayor about a mobile home in the park that had burned. The owner of the destroyed home is the caretaker for her parents who live in a mobile home directly behind her. At this time, our Zoning Code 6.16 requires that a mobile home being placed or replaced in a park be no older than four years old. This ordinance was written in 1989. Mrs. Tusing and Mr. Baxter feel the ordinance needs to be updated. A discussion was held on the association's criteria. It was consensus of Council that a draft of the updated code be brought back for review as soon as possible.

Mayor Whitesel entered the meeting at 4:20 p.m., apologizing for her tardiness as she was on a conference call.

Mayor Whitesel introduced new employees Karen Simpson, Finance Director and Tanya Lukowiak, Grants Coordinator.

1. KAREN HARTMAN – DISCUSSION OF 7TH STREET EXTENSION

Karen Hartman addressed Council concerning the 7th Street extension. The city has applied for a TOP Grant, which is one of 207 applications that are being reviewed. Ms. Hartman is seeking direction as follows:

- 1) If the TOP Grant is not awarded, is staff to research other grants to get the light?**
- 2) Is the realignment of Haben Boulevard still wanted and what direction is staff to pursue as related to grant monies?**

Ms. Cornwell advised Ms. Hartman Council has previously addressed staff to do a traffic study on the light. A discussion was held on the long-term plan for the area. Ms. Cornwell stated the individuals doing the traffic study should be in contact with the county on this study.

Mike Capala of Zoller, Najjar & Shroyer, reported there are two major issues to consider. The first is the grants approved through CRA, which is the traffic light at east 7th Street (Scenario 9) and the future hotel site. The second is the difficulty in turning 7th Street as it exists today into a full intersection because of the expense involved due to the safety issues with the US 301/41 fly-over and difficulty in permitting with FDOT.

A plan to realign 7th St. through the Riviera Dunes property on the western side of US 41 is a consideration. A copy of the SWIM Agreement has been requested. The study to determine feasibility of this project has just begun. Mr. Williams suggested using the traffic study information performed by Riviera Dunes traffic engineers rather than going to the expense of a new study. Mr. Capala stated if they could obtain the SWIM program, numbers could be prepared in the next two weeks, and they would work in conjunction with the county and state information.

Mr. Williams stated the question the city must answer is if it wants to do a 7th Street extension. He is in favor of the project and has asked to see drawings staff has been working on with the city engineers and Riviera Dunes. Mr. Hickey showed the preliminary drawings to Council.

Ms. Hartman advised Council time is of the essence, because as FDOT completes its work on the overpass and does the re-striping, there are things in which the city may be able to participate that will save the city money. Mayor Whitesel suggested all parties involved should meet with Council to discuss the project. Ms. Hartman was asked to contact the CRA Board for permission for her to work in conjunction with Mr. Hickey and Zoller, Najjar & Shroyer on this project.

Palmetto City Council
December 11, 2000

2. DISCUSSION – CONSTRUCTION SITE SANITATION ORDINANCE

Mr. Hickey stated Public Works is fine with the draft ordinance. Mr. Williams asked if contractors would be notified when pulling the permit of a re-inspection fee if port-o-lets are not on the premises. Permits will be marked to advise contractors of trash and sanitation requirements. First reading of the ordinance will be at the January 8, 2001 meeting.

3. DISCUSSION – REUSE WATER ORDINANCE

Mayor Whitesel advised Council the budget shows \$60,000 in projected revenue from reuse and the SRF loan requires we have a funding mechanism in place for repayment. Currently 865 homes are hooked up to the reuse program. Discussion was held on the reuse program, the projected income and how the residential, commercial, mobile home parks and large volume accounts would pay for reuse. Staff was instructed to contact surrounding municipalities to inquire about their programs. Mrs. Lancaster stressed that citizens should not have to pay until the service is available. Mr. Prather was instructed to draft an ordinance to enable the city to charge customers for the reuse program.

Mr. Williams encouraged Council to consider adjusting PSG's contract to expedite the installation of reuse.

4. APPROVAL – DECEMBER 18, 2000 AGENDA

The PSG Contract was added to the agenda.

MOTION: Ms. Bryant moved, Mr. Williams seconded and motion carried unanimously to approve the December 18, 2000 agenda with additions.

5. DEPARTMENT HEAD REPORT

Chief Bright, Palmetto Police Department

Chief Bright, speaking at the request of his employees, advised Council that all other municipalities in Manatee County will be closed December 26, 2000 and asked Council to consider also closing the city. Because this holiday had not been brought forward when approving the 2000 holiday schedule, it was consensus of Council to deny the request. Staff was requested to bring the county's 2001 holiday calendar to the meeting December 18, 2000 for review.

Mike Hickey, Public Works Director

Flood protection construction is underway at Hidden Lake.

6. MAYOR'S REPORT

The Basin Board will be meeting in chamber December 13, 2000.

**Palmetto City Council
December 11, 2000**

Mayor Whitesel asked if a Council Member could replace Mr. Williams as liaison to the MPO. Ms. Cornwell volunteered to act as the liaison if her principal would relieve her.

7. INDIVIDUAL COMMENT

Ms. Bryant

Ms. Bryant inquired about the status of bed and breakfast and/or hotel accommodations on Riverside Drive. Ms. Hartman advised 5 Oaks Bed & Breakfast is being remodeled. There is a contract on the Anson property. The blue and white home is still for sale.

Ms. Bryant has spoken with Commissioner McClash who mentioned an upcoming meeting planned for all elected officials in February in conjunction with the County Commission.

Reporting on the meeting Saturday at Tropic Isles Mobile Home Park, the only comment was the improvements at the sewage treatment plant.

The Family Celebration of Lights was very successful and hopefully will become a tradition. Ms. Bryant reported she was pleased to see the number of people touring the Historical Park. One small incident was sprinklers that had not been turned off and Ms. Bryant applauded the speedy response of Mr. Tusing in correcting the error. Ms. Bryant stated some city employees reported parking in incorrect areas and the fact Project Child Care would be responsible for any repairs. Ms. Bryant asked about the city's participant in the celebration, as she was under the impression the city would be involved in traffic control and parking. Mayor Whitesel asked Mr. Hickey to determine if damaged sprinkler heads had been reported. Mayor Whitesel stated the city was supposed to be in charge of parking and if there is any damage to sprinklers the city would pay for the repairs.

Mrs. Keefer

Mrs. Keefer asked Mr. Hickey how the program for safety shoes was handled. The program will allow \$50 per year, which will be reimbursed after proof of receipt and safety standard.

The billboard at Riviera Dunes was discussed. Mrs. Keefer asked if the City of Palmetto has an interest in the billboard. Mayor Whitesel stated the city can allow for advertisement on the billboard but cannot derive income for the advertisement. The lease was transferred to the CRA. 3M Company owns the sign permit and the structure. Gateway Properties leased the land to 3M Company. Gateway Properties sold the land to Riviera Dunes. The City of Palmetto now has the sign permit with FDOT. Mr. Williams asked to see a copy of the lease. Ms. Hartman discussed how the program originally worked. Mr. Williams inquired who told Riviera Dunes it was their sign and why are they advertising on it when the permit belongs to the City of Palmetto. Mr. Prather apologized that Mr. Dye had not

Palmetto City Council
December 11, 2000

relayed information to the city concerning the sign. It was suggested the city determine if the sign could be used for a revenue source.

Mrs. Lancaster

Mrs. Lancaster commented on finding a check in her mail bin dated September 1, 2000. She questioned why a check outstanding for three months had not been researched.

Mrs. Lancaster questioned what amount had been spent for uniforms for Customer Service employees. Mayor Whitesel expressed concern about funds being spent for uniforms for employees that do not go out representing the city. Further, there is no line item in the budget for uniforms but is drawn out of Operations. Mrs. Lancaster questioned if the purchase is in excess of \$500. Mrs. Forrester suggested employees going into public wear a community vest to identify them as a city employee. Staff was requested to determine the customary purchase of uniforms and when did changes occur. It was Mrs. Lancaster's opinion that people working at a desk, going nowhere to represent the city should not be furnished uniforms. Mr. Hickey said the tradition at Public Works was all employees wore a uniform. Mr. Williams recommended if we are going to do uniforms there needs to be a line item identifying the uniform expense. Mayor Whitesel stated that if the city is going to provide uniforms to one segment of administrative employees, everyone should receive uniforms.

Mr. Williams

The speed limit on 8th Avenue is 35 miles per hour but state statute allows 40 miles per hour before ticketed. Mr. Williams recommended contacting the state and request the speed limit is reduced to 30 miles per hour. Chief Bright reported a traffic study had been done and 20% of the vehicles speed, reporting vehicles up to 70 miles per hour. Mr. Prather was directed to write FDOT requesting the reduction in the speed limit. Chief Bright was also directed to write a letter to FDOT concerning the speed limit. Mr. Williams also stated the timing of the lights need to be addressed.

Mr. Williams will be taking the application for the Martin Luther King Day parade to Bartow tomorrow.

The Manatee Fair Booth was discussed. Money has not been budgeted for the booth. Ms. Cornwell suggested contacting the School of the Arts to participate in decorating the booth. Mayor Whitesel suggested local businesses using their promotional items in the booth. Mr. Williams asked that buttons be available. It was consensus of Council to set aside \$2,500 for the booth, reserving \$1,500 for advertising materials.

Mr. Williams discussed the fact that the schedules for the mobile home parks had been set without consulting Council Members. It was asked that Council be consulted before setting the schedule next year.

**Palmetto City Council
December 11, 2000**

Mr. Williams stated the Department Head Meeting minutes are very good in helping keep Council abreast of what's happening. Mr. Williams asked that they be available the day of the Council meeting. Mr. Prather requested that a copy of the minutes be sent to the attorney's office.

Ms. Cornwell

Ms. Cornwell reported the attorney has a copy of the legislation for rewording the telecommunication ordinance that has to be voted on Monday if we have to make changes. This legislation deals only with new groups coming into the city.

Ms. Cornwell invited Council to tour Lincoln Middle School after Christmas. Mrs. Keefer stated anyone could choose a room and donate pencils and paper.

Karen Hartman asked if the Displacement Policy would be adopted Monday, December 18, 2000. The policy is part of the CDBG Grant application.

Mr. Williams will not be available Wednesday evening for the CRA Meeting and asked that someone attend in his place.

Meeting adjourned at 6:15 p.m.

Minutes approved: January 8, 2001


Acting City Clerk

Audio tapes of the meeting are available in the city clerk's office.