

Palmetto City Commission  
December 20, 2004 4:00 PM

Elected Officials present:

Larry Bustle, Mayor  
Tamara Cornwell, Vice Mayor  
Eric Ball, Commissioner  
Mary Lancaster, Commissioner  
Tambra Varnadore, Commissioner  
Brian Williams, Commissioner

Staff and others present:

Jim Dye, Attorney  
J. E. Free, Jr., City Clerk  
Chief Garry Lowe  
Chris Lukowiak, Public Works Director  
Jessica McCann, City Planner  
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 4:07 p.m.

A moment of silence for overseas military personnel was observed, followed by the Pledge of Allegiance to the United States Flag.

IT Director Donald Burkhardt gave the Commission a brief overview of the new audio/visual system installed in the Commission Chambers.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Mrs. Lancaster moved, Ms. Cornwell seconded and motion carried 5-0 to approve the December 20, 2004 4:00 pm agenda.

2. DISCUSSION - HASKO ROAD TRANSFER

Mr. Lukowiak reviewed the fact Manatee County has jurisdiction over Hasko Road. As part of the Wal Mart Development, staff is seeking approval to ask Manatee County to transfer jurisdiction of Hasko Road to the City.

David Campbell, Kimley Horn & Associates, discussed seeking the City's assistance in two areas of the Wal Mart development: 1) annexation of the abandoned railroad property, and 2) transfer of jurisdiction of Hasko Road to the City. The annexation has been finalized. Mr. Campbell stated Manatee County does not currently maintain the limestone road. Wal Mart intends to develop a 24-foot wide road with a cul-de-sac with curb and gutters, which will be a restricted, no left-turn access onto US 301. If the City takes jurisdiction of Hasko Road it will be given a street number within the grid system, and will be a public road controlled and maintained by the City. Public Works Superintendent Allen Tusing informed the Commission the County has been contacted regarding transfer of jurisdiction; there were no issues regarding the creation of an enclave. The topic was forwarded to the 7:00 meeting agenda for Commission's action.

3. DISCUSSION - US 41/301 WIDENING/WATER MAIN RELOCATION

CRA Executive Director Tanya Lukowiak reviewed the status of the CDBG Grant for the US 41/301 road widening. As Manatee County has determined the water main must be relocated, the cost of the project is anticipated to be \$800,000 vs. the original \$200,000 estimate. As required by the grant, twenty-two jobs have been created and the City must now take the engineering for the road widening from 30 percent to 100 percent before further grant funds may be drawn. CRA is proposing ZNS complete the engineering at a cost of \$144,684. Ms. Lukowiak

informed the Commission that in addition to grant money, Manatee County has agreed to contribute \$600,000 for the relocation of the water main and the MPO is contributing \$400,000; the City's total commitment is \$144,684. The topic was forwarded to the 7:00 meeting agenda for Commission's action.

### 3. CAPITAL IMPROVEMENT PROGRAM UPDATE

Mr. Lukowiak presented the updated CIP. The following are items proposed as additions to the CIP approved last year:

- 17th St. Utility Relocation (City utilities located on County property)
- Estuary Park Development (grant funding)
- TMDL Program (Federal mandate)
- Historical Park (building repairs)
- City Center Phase I (possible locations)
- GIS Digital Mapping
- Riverside Seawall (repairs; possible FEMA funding)
- County Improvements to Lincoln Park
- Hidden Lake Park Improvements
- Recreational Trail at Riviera Dunes (grant funding - no City obligation)
- 35th Avenue Drive (utility installation before paving)

Mr. Lukowiak informed Commission narratives to active projects were included as part of the CIP. Mr. Lukowiak explained some of the additions are dictated by timeframes outside the City's control, but the additions the City is directly responsible for will be prioritized.

### 4. MANHOLE SEALING CONTRACT

Frank Woodard introduced Lloyd Wander and Kevin O'Leary of Utility Sealing Services, Inc. who provided the Commission a presentation on the sealing of manholes, which is meant to increase the manhole's structural integrity and prevent the intrusion of stormwater into the sewer system, thereby reducing the amount of water treated by the wastewater treatment plant. The cost to seal the City's 750 manhole chimneys is \$384.45 each, totaling \$288,337.

Mr. Wander explained a smoke test would be the initial phase of the proposed project, revealing the defects in the City's sewer system. Mr. Lukowiak stated a smoke test, which is intended to identify areas of inflow, would also reveal other issues of the sewer system. Discussion ensued on the necessity of smoke testing if all the manholes were going to be sealed, and whether or not the City has the capability to perform its own smoke testing. Mr. Lukowiak expressed his opinion that a smoke test once every five or ten years is not adequate. Given the lack of manpower and equipment, he stated his preference to have the entire system tested at one time so all issues would be known. Also, the report provided to the City by USSI would inform Public Works of I&I infiltration, lining and condition of pipes and a myriad of other information that can be used in the new GIS mapping system.

Mr. Tusing discussed inflow vs. infiltration, stating the inflow causes the spikes at the wastewater treatment plant, thereby increasing the cost to operate the plant. He stated the City's Comp Plan requires an annual expenditure of \$200,000 in inflow and infiltration and sewer improvements. It was his opinion the project would be "short changed" if the smoke testing was not performed.

Commission asked staff to contact municipalities that have sealed their manholes to gather information on satisfaction with the program and realized savings. The item was tabled until the January 10, 2005 meeting. Pictures of a City unsealed manhole and one sealed with the proposed material will also be provided.

6. DISCUSSION - RIGHT-OF-WAY PERMIT ORDINANCE

The proposed ordinance has been amended to apply specifically to commercial entities and public right-of-ways. Mr. Lukowiak informed the Commission Verizon has postponed installation in the City until 2006.

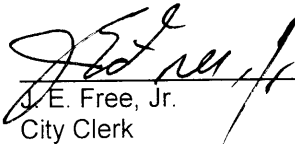
Discussion ensued on the proposed ordinance and permit. There is no fee associated with the permit, as the City collects the maximum tax allowed under the Simplified Telecommunications Tax. It was Mr. Free's opinion the City may require language to protect the City's assets. Attorney Hall is researching the permissibility of requiring a performance or hold harmless bond, which will be incorporated into the ordinance if allowed.

Attorney Dye stated the focus of the ordinance was to grant a broad authority to the Public Works Department to establish administrative procedures and policies to enforce the ordinance, together with existing ordinances contained in the City's Code. Mr. Lukowiak stated his opinion the permit is intended to be the administrative policy. In reference to the bond, Mr. Lukowiak stated he would prefer language regarding a bond be included in the ordinance not the permit. Attorney Dye opined his belief that when discretion is granted that a guideline to help in that discretion be developed.

Attorney Hall will be asked to review the issue and add language giving the Public Works Director the discretion to determine the requirement of a performance bond or like security to both the ordinance and permit.

Meeting adjourned at 6:15 pm.

Minutes approved: January 10, 2005

  
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J. E. Free, Jr.  
City Clerk