

**Palmetto City Council
Administrative Meeting
April 27, 2000 4: 00 PM**

Elected Officials Present:

**Pat Whitesel, Mayor
Tamara Cornwell, Vice Mayor
Donna Keefer, Council Member
Mary Lancaster, Council Member**

Elected Officials Absent:

**Shirley Groover Bryant
Brian Williams**

Staff and other present:

**David Meng, City Clerk
Don Patterson, Interim Public Works Director/PSG
Mary Jean Forrester, Deputy City Clerk
Ken Bright, Chief of Police
Diane Ponder, Administrative Assistant**

Item No. 3 was pulled from the agenda and will be scheduled for a detailed workshop.

Mayor Whitesel introduced Don Patterson's daughter Candace, who accompanied her father today in the "Bring Your Daughter to Work" program.

1. NON-PROFIT ORGANIZATIONS

A discussion regarding non-profit organizations taking on the responsibility of acting as events coordinators for city-sponsored events was held with representatives of the following non-profit organizations:

**Palmetto Rotary Club - Buddy Keen
Palmetto Historical Society - Mary McEntee
Olympia Children's Theatre Co., Inc. - Cindy Jarvis**

Also attending was Mike Taylor of the Skate Park Task Force. He advised Council his organization is not qualified to speak as a non-profit organization, but would offer its manpower to the organizations on a volunteer basis.

The 4th of July Celebration and Tomato Festival were the two events presented to the group. Council explained its expectations regarding the responsibilities the organization would assume as coordinators of Palmetto's events,

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1. NON-PROFIT ORGANIZATIONS (continued)

the promotion of the City being the uppermost concern, while stating any profit or loss would belong to the organization, in exchange for their arrangement and execution of the event. It was consensus of Council that Palmetto's Public Works Department would be made available at no expense to the organization for helping with the set-up and clean up of each event.

A concern was voiced because of the lack of time to properly plan and prepare for the 4th of July Celebration. Ms. Jarvis declared her willingness to spearhead the preparations for this celebration, if she had the cooperation of the other organizations. Mr. Keen reported he would have to take the information back to his board for approval and would be able to respond Monday night. Council agreed to place this topic on the May 1, 2000 agenda.

Mayor Whitesel thanked Mrs. Lancaster and Ms. Cynthia Fobbs, for accompanying her to the Basin Board Meeting. Mayor Whitesel reported the Oakridge project has been taken from the bottom of the funding list to a top priority listing. The amount of grant to be awarded in June will be \$275,000.

2. CUTTING EDGE

Mary Ann Andrews, accompanied by Jake Jacobi, presented to Council the Cutting Edge project, the precursor to Weed and Seed Official Recognition Process, which contains much of the documentation needed for the Front Porch grant the City is pursuing. Ms. Andrews identified the tasks that need completion as well as key components of the revitalization strategy.

A discussion was held concerning the involvement of the various departments of the City, as well as the CRA. Mr. Meng was instructed to write a letter to Ms. Hartman, copying the CRA board members, advising her of the necessity of her participation in the development of the application documentation. Ms. Fobbs offered her partnership in the preparation process.

An initial meeting to set the working guidelines of the tasks to be completed was set for May 4, 2000 at 6pm.

3. MARCH FINANCIAL REPORT

Mr. Meng reviewed the March 2000 financial report.

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4. COUNCIL COMMENTS

Mrs. Lancaster

Mrs. Lancaster applauded Mr. Patterson on his performance as the interim Public Works director. She inquired about the possibility of Mr. Patterson becoming the City's permanent Public Works director, and the possibility of PSG assuming management of Public Works. Mr. Patterson stated there is a provision in PSG's contract for scope change. Mrs. Lancaster asked for a proposal from PSG encompassing management of the Public Works Department. Council will review the proposal and contract to determine if this would have to be bid or could be accomplished through the existing contract with PSG.

Mrs. Lancaster spoke about the removal of a sidewalk on 3rd Avenue. Mr. Patterson reported the problem had been resolved.

Mrs. Keefer

Mrs. Keefer thanked Mr. Patterson for the resolution to the problems on 8th and 11th Avenues.

Mrs. Keefer reported to Chief Bright of traffic violations that are occurring on 8th Avenue. Mrs. Lancaster also commented about the traffic control problems in her ward.

Ms. Cornwell

Ms. Cornwell reported receipt of the letter from the Economic Development Council and asked about the Riverwalk project.

Mayor Whitesel

Mayor Whitesel reported the retreat for discussion of the works in process would be held at the Bahia Beach Marina. Council members will be contacted about possible dates for the retreat.

Mayor Whitesel reported that one of the grants in Tallahassee had been approved in the amount of \$309,000. She further reported she had met with Senator McKay who reported the state funding had not been completed and the City could still possibly receive additional grant monies.

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5. CITIZEN COMMENTS

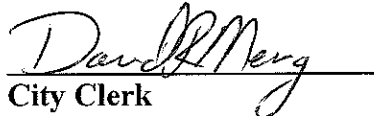
Mike Taylor reported on the recent field from the Boys Club. He also reported the county will not honor the request to commercialize the facility but will allow use of the facility for a specified time period each month.

Mrs. Lancaster spoke about the removal of a sidewalk on 3rd avenue. Mr. Patterson reported the problem had been resolved.

Cindy Jarvis reported on recent events involving the Olympia Children's Theatre and events planned for the summer program. She related the float in the Children's Parade will be entered in the Grand Parade and is seeking donations for the involved expenses.

The meeting adjourned at 5:15 pm.

Approved: May 15, 2000


City Clerk

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