

**Palmetto City Council**  
**March 2, 2000 4:00 p.m.**

**Elected Officials Present:**

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

**Staff and others present:**

**Alan Prather, City Attorney**  
**Dick Groff, City Attorney**  
**Ken Bright, Police Chief**  
**Dave Meng, City Clerk**  
**Mary Jean Forrester, Deputy City Clerk**  
**Sharon Jones, HR Director**  
**Don Patterson, Interim Public Works Director/PSG**  
**Ron Koper, Risk Manager/Safety Director**  
**Russ Combs, Engineering Department**

**1. DISCUSSION OF FEES FOR USE OF VARIOUS CITY FACILITIES:**

**Mr. Ron Koper reviewed the recommended fees for the use of city facilities and discussed the requirement of liability insurance for groups over 50 and the performance deposit. Council discussed charges for non-profit organizations, soccer teams and monitoring of various grounds and facilities. Ms. Cornwell discussed the use of grounds near Sutton Park which are presently being used by Palmetto Elementary School. Council agreed that an ordinance be prepared which would include rates, exemptions, policies and enforcement.**

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**2. DISCUSSION OF POLICY FOR USE OF CITY VEHICLES:**

Ms. Cornwell discussed establishing guidelines for the use of city owned vehicles by the Mayor and Council. Mr. Meng was requested to prepare guidelines for discussion by Council.

**3. DISCUSSION OF FRONTERAS PARADE - MAY 7, 2000:**

Council discussed the parade route of the Fronteras Parade and the time of the parade. Mr. Don Patterson will meet with Alex Rayna to establish a different route that would not interfere with church services on Sunday morning. These items will be addressed on Monday night, March 6, 2000.

**4. DISCUSSION OF INCENTIVE AWARD PROGRAM - EMPLOYEE SAFETY PROGRAM.**

Mr. Koper stated that the purpose of the program is to recognize employees who have attained exemplary safety records by avoiding accidents and injuries to themselves and other employees. The Employee Safety Incentive Award Program would promote safety through teamwork and rewards outstanding employees for their performance.

The Council agreed to the concept of the program and requested Mr. Koper to incorporate other incentives into the program rather than monetary incentives to recognize employees for outstanding safety performance.

**5. BUDGET REPORT FOR JANUARY 2000.**

Council asked about the length of the budget report. Mr. Meng said that he was working on a summary of the report. Ms. Bryant said that she would rather have the information available. Council discussed having a laptop computer for each Councilmember. Mr. Meng will report on this issue.

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**6. DISCUSSION OF RECREATIONAL DIRECTOR FOR THE CITY:**

Mr. Meng presented Council with a report on the creation of a parks and recreational director. Ms. Bryant stated that she was not receptive at the present time for this new position.

Ms. Cornwell suggested that the City work in conjunction with festivals on the south side of the river.

Mrs. Lancaster said that she liked the idea of a parks and recreational director who would provide for the youth and senior citizens.

Mrs. Cindy Jarvis suggested the festivals be coordinated with non-profit organizations.

Mr. Williams suggested that the City create a Parks and Recreation Board for festivals and special events.

**7. Mayor's Report: (Discussed at this time)**

Mr. Meng reviewed the memorandum regarding funding for Fairs and Festivals. The report included the 4<sup>th</sup> of July Celebration, Green Bridge Festival and the Tomato Festival.

Ms. Cornwell asked for a list of festivals in the City of Bradenton, Manatee County and the DDA and requested staff prepare a combined schedule of festivals and special events.

Ms. Cornwell voiced her concern about the short length of time to prepare for the Green Bridge Festival.

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7. MAYOR'S REPORT (continued):

Council agreed that Ms. Hartman be contacted in regard to coordinating festivals.

Mr. Williams asked about the operating expenditures and coding of expenditures for the Tomato Festival.

Ms. Bryant inquired about operating expenses for the Tomato Festival and the coding of various expenditures. Ms. Bryant asked that purchasing policy guidelines be established for future expenses.

8. REPORT ON EXPENDITURES BY CRA FOR WARD I AND WARD III.

Ms. Bryant inquired about scheduling a meeting with Mr. Tony Collins to discuss the 2000 SuperNOFA grant application. This grant will provide benefits for the area of 17<sup>th</sup> Street East (both north and south.) Ms. Bryant referred to a letter to Mr. Fred Loveland, Manatee County Community Relations Director, from Ms. Karen Hartman in regard to scheduling this meeting.

Ms. Bryant asked for a traffic study at Riverside Drive and 8<sup>th</sup> Avenue West as soon as construction is completed.

Mayor Whitesel reviewed the memorandum from the Engineering Department regarding the denial by Florida Department of Transportation of a traffic signal for the intersection of 13<sup>th</sup> Street and 8<sup>th</sup> Avenue West.

Ms. Cornwell asked that messages to various departments be sent by E-mail to give a history of messages.

Mrs. Lancaster discussed informational signs placed in the Enterprise Zone areas to identify this area. Ms. Hartman has requested that no additional signs be erected.

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**8. REPORT ON EXPENDITURES BY CRA FOR WARD I AND WARD III  
(continued):**

Mrs. Keefer asked about Ms. Hartman not attending City Council meetings and suggested that the Council meet with the CRA board to discuss this issue.

Ms. Bryant asked if the CRA Board had reviewed the report prepared by Ms. Hartman to identify expenditures for Ward I and Ward III. Council agreed to meet with the CRA Board to discuss questions they have regarding this report.

Mayor Whitesel reviewed the letter dated February 24, 2000 from Patricia Petruff concerning whether an interlocal agreement should be negotiated between the City of Palmetto and the CRA.

Council discussed responsibilities relating to grant administration and how the grants coordinator will be paid. City Council agreed that it is their understanding that the City will not be charged by the grants writer for any grants applied for but not received.

Mr. Williams stated that the City needs to establish a policy regarding the spending of funds before a grant is received.

Ms. Bryant discussed concerns of the Sec. 108 Loan Program regarding the limitation on amounts of the first mortgages, recognizing that the city's loans are required to be subordinated.

Mrs. Lancaster reported on the CDBG workshop she attended in Tallahassee where she was advised that if one of the businesses goes bankrupt, the City is ultimately responsible.

Mayor suggested that the Council schedule a joint meeting as soon as possible with the CRA Board and Deborah Gestner to discuss various issues.

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**8. REPORT ON EXPENDITURES BY CRA FOR WARD I AND WARD III  
(continued):**

Mayor Whitesel announced that the 1<sup>st</sup> Public Hearing for the CDBG would be held on Tuesday, March 7, 2000 at 5:30 p.m. The Public Hearing is scheduled for the Citizen Advisory Task Force to receive citizen views concerning the community's economic and community development needs and will be held in Council Chambers.

Ms. Cornwell asked Mr. Patterson to review projects for a grant application. Mrs. Lancaster will meet with Mr. Patterson regarding this project.

**8<sup>th</sup> Street Drainage Project:**

Mr. Patterson discussed the memorandum regarding the finger canals and the maintenance of outfall structures at 20<sup>th</sup> Avenue West.

Ms. Bryant discussed the responsibility of the City in this project and asked that the City move forward to correct the problems. Mr. Bob Gause reported on the condition of the fingers and suggested that "hold harmless agreements" with private owners be prepared.

Council agreed that a proposal for the cost to correct the problems of the finger canals be presented to City Council on Monday, March 6, 2000 and requested a maintenance schedule for the outfall structures.

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**9. INDIVIDUAL COMMENTS:**

Mayor Whitesel asked Ms. Cornwell to attend the luncheon on March 16, 2000 to recognize Mrs. Frankie Howze as a Great Floridian 2000. Mayor Whitesel will be out of town for the Manasota League of Cities meeting.

**Ms. Bryant:**

Ms. Bryant requested that 17<sup>th</sup> Street West be resurfaced as soon as possible and asked about the schedule for removal of flowers at the cemetery.

**Mes. Lancaster:**

Mrs. Lancaster asked Mr. Patterson about the completion of work on 14<sup>th</sup> Street West.

**Mr. Williams:**

Mr. Williams requested index cards with names and phone numbers of City Council and department heads.

Mr. Williams asked about striping of Haben Boulevard and 10<sup>th</sup> Avenue West near Sutton Park.

Mr. Williams discussed having some type of control or island for Haben Boulevard to help control traffic problems in this area.

Mr. Williams asked about Hurricane Shelters designated for Palmetto. Ms. Bryant said that this item will be discussed at the first meeting of the EOC.

Council agreed that they liked the report of the department heads meeting.

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9. INDIVIDUAL COMMENTS (continued):

Mayor Whitesel presented the design of the fence for the retention pond. Mr. Williams suggested a wooden decorative fence.

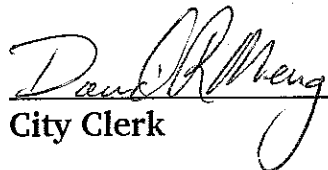
Mr. Williams suggested that the maintenance of Riverside Park East and other city parks be improved.

Ms. Cornwell:

Ms. Cornwell asked about ordering additional recycling bins.

The meeting adjourned at 6:15 p.m.

Approved: March 20, 2000

  
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City Clerk

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