

Palmetto City Council  
August 16, 2004 4:00 PM

Elected Officials present:

Larry Bustle, Mayor  
Tamara Cornwell, Vice Mayor  
Eric Ball, Council Member  
Mary Lancaster, Council Member  
Brian Williams, Council Member

Staff and others present:

Michele Hall, City Attorney  
J. E. Free, Jr., City Clerk  
Chief Garry Lowe  
Chris Lukowiak, Public Works Director  
Diane Ponder, Administrative Assistant

Mayor Bustle called the meeting to order at 4:04 pm. He gave an invocation, followed by the Pledge of Allegiance to the United States Flag.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Ms. Cornwell moved, Mr. Williams seconded and motion carried 4-0 to approve the August 16, 2004 4:00 pm agenda.

2. WATER, SEWER & REUSE RATE STUDY COMPARISON

Mr. Free referred to the results of the comparative survey of residential water and wastewater rates Burton & Associates conducted as requested by Council on August 2, 2004. The survey included monthly residential water, wastewater, and combined calculations based on current rates in effect for each municipality surveyed. The survey also included both financial management plans Burton & Associates proposed as an alternative rate structure through FY09. The survey indicated the City is slightly above the average at lower consumption and slightly below the average at the higher consumption rate. A copy of the report is attached hereto and made a part of these minutes.

Discussion ensued on the study, together with discussion on the cost the City pays Manatee County for water vs. what Manatee County is charging its customers; the comparison to the City of Bradenton, who produces its own water vs. purchasing it from Manatee County; whether or not Palmetto is the only city in the study using a 3,000 gallon base; and the current 60% operating capacity of the wastewater treatment plant. Mr. Tusing advised Council Manatee County is in the process of reviewing its water rates and he anticipates a rate increase. Currently the City pays \$1.18 per 1,000 gallons. If Manatee County increases its rates, the increase the City will pay to purchase water will be a pass-through fee to City utility customers.

Mayor Bustle advised a decision was necessary regarding which FMP City Council wished to approve. Staff recommended the implementation of FMP #2. The majority of Council agreed with FMP #2, as the cumulative amount collected would be less over the five year period. Staff will return a proposed Master Utility Ordinance to City Council, including rates from FMP #2 prior to the Labor Day weekend.

3. CITY FACILITY RENTAL APPLICATION AND PARK RENTAL RULES AND REGULATIONS

Attorney Hall informed Council the proposed changes to the special function permit ordinance and revisions to the application and rules and regulations had been made and were underlined to expedite review.

Ms. Hall advised Council that provision has been made providing that an event with less than 50 people in attendance will not require a special function permit. Other amendments to the documents include:

**SPECIAL FUNCTION PERMIT:**

- Add a provision for addressing a special function permit that will approve an exemption to the city's noise ordinance.
- Section 19-177: Delete the second sentence.
- Section 19-178: Amended to read, "Sale or consumption of alcoholic beverages by any person sponsoring or attending an event on city property for which a special function permit has been issued, is prohibited."
- Section 19-180 was approved for inclusion into the ordinance.

**CITY FACILITY RENTAL APPLICATION/AGREEMENT**

Sutton Park

- Add Pavilion All Day Fee
- Add Ball Field All Day Fee

**CITY FACILITY RENTAL RULES AND REGULATIONS**

- Fees: "The City Council may waive all or part of the City Facility rental fee at their discretion." was deleted.
- Security Deposit: Add, "City Council has the discretion to set the amount of the security deposit." (Attorney Hall advised guidelines setting the amount of a security deposit should be developed. All fees then should be adopted by resolution.)

The proposed ordinance will be amended as approved and placed on a future agenda.

Mayor Bustle asked Council to allow Human Resources Director Sharon Jones to address them on a personnel issue. City Hall closed Friday, August 13, 2004 for Hurricane Charley. Certain employees in the Public Works Department and Police Department worked at least a portion of the day. In the past, all city employees were paid eight hours when the city closed for a weather event and employees who worked were paid time and one-half for time actually worked. Mrs. Jones asked for direction in how to proceed in paying eligible employees. Mr. Lukowiak reported Public Works will incur \$3,990 in overtime expenses. It was the consensus of Council to pay eligible employees based on past practice and bring back a budget resolution for approval.

Mr. Williams suggested that a Council policy be created establishing a procedure that City Council is to be notified when city hall is closed for any reason.

Mr. Lukowiak advised Council that a \$15 million threshold has to be reached county wide before any reimbursement is forthcoming from FEMA.

**4. DISCUSSION-ORDINANCE NO. 04-821 AND RESOLUTION NO. 04-58**

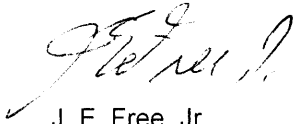
Planner Jessica McCann informed Council the reason for the ordinance and resolution presented for discussion was to enable the City to pass through costs incurred by the City on behalf of developments. In fiscal year 2002-2003, the City's fee schedule generated \$13,000 in development fees; the proposed schedule would produce approximately \$100,000 in billable development fees. The funding would cover the cost of the Comprehensive Plan review, EAR evaluation and staff and consultant participation in DRC meetings. Necessary consultants, engineering and attorney review fees will be pass-through fees to developers. Ms. McCann reported the City's fees are lower than surrounding communities and citizens are now helping to pay for development.

Palmetto City Council  
Workshop Meeting  
August 16, 2004  
Page 3 of 3

Exhibit A attached to Resolution No. 04-58 setting forth suggested fees was discussed. Ms. McCann explained how fees would be assessed. It was consensus of Council to move forward with the revision of the Land Use and Development Fee Schedule ordinance and resolution for fees.

Meeting adjourned at 6:10 pm.

Minutes approved: September 15, 2004

A handwritten signature in cursive script, appearing to read "J. E. Free, Jr.", written in black ink.

J. E. Free, Jr.  
City Clerk