

Palmetto City Council
September 9, 2002 4:00 PM

Elected Officials Present:

Larry Bustle, Mayor
Mary Lancaster, Vice Mayor
Shirley Bryant, Council Member
Tamara Cornwell, Council Member
Charlie Grace, Council Member
Brian Williams, Council Member

Staff and others present:

Alan Prather, Attorney
Karen A. Conlon, City Clerk
Garry Lowe, Chief of Police
Capt. Clyde Hedrick, Captain
Mike Hickey, Public Works Director
Allen Tusing, Public Works Superintendent
Jim Keranen, Finance Director
Diane Ponder, Administrative Assistant

Mayor Bustle called the meeting to order at 4:01 p.m.

Pastor Thomas E. Green, Jr., 11th Street Church of Christ, gave the invocation, followed by the Pledge of Allegiance to the Flag of the United States.

Mayor Bustle read a proclamation declaring September 11, 2002 as Tribute to Heroes day. A representative of the Fire Department accepted the proclamation on behalf of all the emergency response personnel and briefed Council on the events commemorating the anniversary of September 11, 2002. City of Bradenton Mayor Poston extended an invitation to the events planned in Bradenton.

Discussion ensued on the public speaking on agenda items. Attorney Prather cautioned that comments pertaining to a public hearing item must be delayed until the public hearing is opened.

1. APPROVAL OF AGENDA

MOTION: Ms. Bryant moved, Mrs. Lancaster seconded and motion carried 5-0 to approve the September 9, 2002 agenda.

2. 2002 ELECTION SERVICES AGREEMENT

Ms. Cornwell stated the Canvassing Board should be amended to also include a Council designee, as Council appoints a Council Member to fill the Mayor's position on the board when the Mayor's position is up for election.

MOTION: Ms. Bryant moved, Mr. Williams seconded and motion carried 5-0 to approve the 2002 Election Services Agreement with the amendment suggested and authorize the City Clerk to sign the Agreement.

3. U.S. FILTER

Discussion ensued on several sections of the Agreement for Operations and Maintenance Services agreement; Attorney Prather or Mr. Don Patterson, US Filter, imparted answers necessary to clarify the issues being questioned. Ms. Cornwell voiced discontent with the "plus 15%" in subparagraph 6.2, requesting its removal from the agreement.

Attorney Prather confirmed to Council the agreement under discussion was only for the operation of the wastewater treatment plant. But, he also explained language in the agreement allows for the extension of the addendum dealing with reuse line extension Council approved February 26, 2001; by its terms, the addendum would go until the completion of the "master agreement". He referred to the addendum as being coterminous. He also discussed how the addendum made a scope change to the "master document". Attorney Prather stated that if both parties agree, portions of the Agreement being renewed can be deleted.

Attorney Prather also discussed his opinion that if the City had followed the notice requirements of the Agreement it was probably an automatic renewal. Given the fact the City asked for the extension and US Filter agreed, Attorney Prather advised that is the issue needing to be documented and expressed-the time frames were not met.

Staff inquired if the Addendum changed the maturity of the Agreement. Attorney Prather explained the Addendum addressed a scope of change for the reuse system & provided construction services for the expansion of the system. Attorney Prather stated that if the scope expansion done in the Addendum can be deleted, going forward with the pre-existing scope of services stated in February, 2000.

Another inquiry from staff was whether or not the Agreement demanded the City expend funds on the reuse system. Attorney Prather stated the City should determine if the reuse system will be part of the extension. Ms. Cornwell discussed her belief the Addendum would cease at its maturity and the reuse system issue would go out to bid, as previously discussed by Council.

Mr. Patterson stated US Filter was under the assumption the only item being addressed at this date was the renewal of the contract for operating the wastewater treatment plant.

MOTION: Mrs. Lancaster moved, Ms. Cornwell seconded and motion carried 5-0 to renew the US Filter Agreement for Operations and Maintenance Services dated February 1, 2000, expiring January 1, 2003, for an additional two-year period ending January 31, 2005, omitting the portion of the contract dealing with the reuse system and deleting the 15% in paragraph 6.2.

4. 1ST READING & APPROVE TO ADVERTISE ORDINANCE NO. 02-757

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, ESTABLISHING, ADOPTING AND ENFORCING THE FINAL MILLAGE, BUDGET AND THE RECEIPT AND COLLECTION OF AD VALOREM TAXES ON PROPERTY WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY OF PALMETTO FOR THE TAX YEAR 2002; AUTHORIZING THE MAYOR AND CITY CLERK TO CERTIFY COMPLIANCE AND THE MILLAGE; AUTHORIZING THE TAX COLLECTOR OF MANATEE COUNTY TO COLLECT SAID AD AVALOREM TAXES; PROVIDNG FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

MOTION: Ms. Bryant moved, Mr. Williams seconded and motion carried 5-0 to approve Ordinance No. 02-757 for advertising and schedule a public hearing for September 23, 2002.

5. DISCUSSION - SALARY INCREASES

A salary increase was requested for Sgt. Jerome Waiters, promoted last week. An increase was also requested for Corp. Teri Newer who was promoted in January. Capt. Lowe requested Sgt. Waiters be raised to Step 5, Grade 14, and requested Corp. Newer receive an additional \$660, retroactive to January, because the increase was incorrectly calculated.

MOTION: Ms. Bryant moved, Mr. Williams seconded and motion carried 5-0 to accept the salary recommendations as presented by Chief Lowe.

6. DISCUSSION - INTERIM LT. HIMES PROMOTION

MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried 5-0 to delete interim from Lt. Himes and make his promotion a full Lieutenant.

7. DISCUSSION - POLICE DEPARTMENT VEHICLE MAINTENANCE

Mrs. Conlon discussed the police vehicle maintenance bid. Capt. Hedrick, who has fleet management experience, has reviewed the project. Mrs. Conlon recommended rejecting the received bids so she, Chief Lowe and Capt. Hedrick can develop a program for the vehicles of the Police Department, which may include the County supplying some of the maintenance work.

MOTION: Ms. Bryant moved, Ms. Cornwell seconded and motion carried 4-1 to reject all bids and direct the department heads to develop an RFP and go out to bid.

It was suggested that all opened bids should be brought to Council in a timely manner. Therefore, the item was placed on the suspense log with a 30 day timeframe. Staff was also instructed to notify bidders that all bids have been rejected.

8. DISCUSSION - WILLIAM ACKLES CORRESPONDENCE

Ms. Bryant suggested Public Works discuss this issue rather than bringing it to Council. Mayor Bustle informed Council this area was not part of the G3 system. The parking on the street issue was placed on the suspense log. Mr. Tusing advised Council Public Works was budgeting for FY 2003 to remove the base of 24th Avenue and repave. The topic was deferred until the FY2003 budget has been approved.

9. DISCUSSION - UNIFORM POLICY

Mrs. Conlon informed Council a policy had been developed by the department heads and would be distributed to Council for review.

10. DISCUSSION - ATTORNEY CONTACT PERSONNEL LIST

MOTION: Ms. Bryant moved, Ms. Cornwell seconded and motion carried 3-2 to approve the City Council Policy establishing job titles authorized to directly contact the City Attorney concerning City business. Mrs. Lancaster and Mr. Grace voted no.

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Bill Lee, Professional Automotive Services, addressed Council about the vehicle maintenance bid. He stated he would continue to service the police vehicles until the new bid is prepared.

11. COUNCIL COMMENTS

Ms. Cornwell

Asked that FDOT be contacted about mowing US 41 along the fence at Lincoln Middle School.

12. DEPARTMENT HEADS' COMMENTS

Chief Garry Lowe

Palmetto Explorer Post 62 has received the Post of the Year Award, commemorated with a plaque and a \$500 check.

Chief Lowe departed the meeting at 6:15 pm.

12. FY 2002/2003 BUDGET REVIEW

CRA

Executive Director Tanya Lukowiak reviewed the budget approved by the CRA Board on July 24, 2002. A copy is attached hereto and made a part of these minutes.

PUBLIC WORKS

Superintendent Allen Tusing stated areas where possible have been reduced back to the current year's level.

The following areas were reduced or deleted:

Public Works Administration:

Consultant lowered to \$1,300

Repair & Maintenance reduced to \$8,500

Office Supplies reduced to \$3,300

Safety Program video & drug screening deleted - \$1,500

Improvements not Building Community Renovation (city portion) deleted \$195,000

Additional parking deleted \$20,000

Security Camera deleted \$27,756

Machinery and Equipment deleted

Meeting adjourned at 6:35 pm.

Minutes approved: October 7, 2002



Karen A. Conlon
City Clerk

PROPOSED CRA 2002 - 2003 BUDGET
As approved by CRA Board on July 24, 2002
for submission to City Council

ACCT #	DESCRIPTION	2001-2002		2001-2002		BUDGET	JUSTIFICATION
		BUDGET	EOY Bal	BUDGET	EOY Bal		
1101	Executive Salary	\$ 52,000.00		\$ 60,000.00			
1201	Regular Salary	\$ 33,250.00		\$ 27,945.00			
2101	FICA	\$ 6,522.00		\$ 7,000.00			
2221	Retirement Contribution	\$ 9,378.00		\$ 10,000.00			
2301	Life and Health Insurance	\$ 7,571.00		\$ 8,000.00			
2401	Workers' Comp	\$ 332.00		\$ 350.00			
3102	Admin Charge to City	\$ 9,000.00		\$ 9,000.00			\$750 per month
3106	Attorney	\$ 26,000.00	\$ 10,000.00	\$ 20,000.00			
3116	Contract Services	\$ 1,000.00		\$ 7,500.00			cleaning service, website maintenance, etc.
3120	Engineering Services	\$ 3,000.00		\$ 5,000.00			potential environmental services
4051	Travel & Per Diem	\$ 2,000.00	\$ 300.00	\$ 2,500.00			conferences, workshops, etc
4111	Communications	\$ 3,200.00	\$ 1,200.00	\$ 3,264.00			cell phone, Internet access, etc
4415	Rentals & Leases	\$ 3,000.00		\$ 2,880.00			Copier lease/maintenance agrmt
4751	Printing & Binding	\$ 500.00		\$ 2,500.00			letterhead, envelopes, etc
4891	Promotional Advertising	\$ 15,000.00		\$ 40,000.00			marketing, business development, promotional materials, billboard, etc.
4996	Bank Service Charges	\$ 1,200.00		\$ 1,000.00			
4999	Miscellaneous	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00			
5112	Office Supplies	\$ 2,800.00		\$ 3,000.00			
5223	Operating Expenses	\$ 2,000.00	\$ 1,000.00	\$ 2,500.00			memberships, other office expenses
5242	Small Tools/Minor Equip.	\$ 1,000.00		\$ 500.00			equipment less than \$100
5413	Tech & Tng Books & Pubs	\$ 1,500.00		\$ 2,000.00			subscriptions, etc.
6401	Machinery & Equipment	\$ 7,000.00	\$ 700.00	\$ 2,000.00			computer system upgrades, etc.
7100	Debt Service	\$ 80,000.00	\$ 80,000.00	\$ 96,000.00			principle and interest payments for loan for Love property purchase
8211	Commercial Revitalization	\$ 100,235.00	\$ 2,000.00	\$ 100,000.00			storefront grants, etc.
8212	Community Revitalization	\$ 244,892.00	\$ 40,000.00	\$ 395,000.00			\$187,000 for Oakridge, other city wide projects
8213	Tax Abatement	\$ 70,070.00		\$ 70,070.00			tax abatements
8221	Residential Revitalization	\$ 93,800.00		\$ 100,000.00			\$60,000 for home grants, \$25,000 for closings, \$3,000 SERVE
	TOTAL BUDGETED	\$ 778,250.00		\$ 980,009.00			
	ANTICIPATED TIF			\$ 843,821.00			
	FUND BAL FROM 01-02			\$ 136,200.00			
	AVAILABLE FUNDS			\$ 980,021.00			