

**Palmetto City Council
Administrative Meeting
September 28, 2000 4: 00 PM**

Elected Officials Present:

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

Staff and other present:

**Jim Dye, Attorney
Ken Bright, Chief of Police
Mary Jean Forrester, Acting City Clerk
Mike Hickey, Public Works Director
Margaret Tusing, Planning & Zoning Director
Diane Ponder, Administrative Assistant**

Mayor Whitesel called the meeting to order at 4:00 p.m.

Building Official Frank Baxter presented Council with a conceptual plan of renovations to city hall, to facilitate the Planning & Zoning, Building and Code Enforcement departments being in one location. Council expressed the desire to review the plan before making a decision on the project.

**1. COMPREHENSIVE PLAN – STIPULATED SETTLEMENT AGREEMENT
WITH THE DEPARTMENT OF COMMUNITY AFFAIRS**

Ms. Tusing introduced the topic of the city's Comprehensive Plan and Stipulated Agreement and proposed remedial actions. The city's plan was adopted and submitted to the DCA in 1998, which found the plan not in compliance. At this time the outstanding issues have been completed at a staff level to come to terms as to how the comprehensive plan will moved forward. The city must acknowledge, through the Stipulated Settlement Agreement, the plan's non-compliance and take the steps included in the remedial action plan to make the Comprehensive Plan in compliance. A workshop to review the remedial actions was scheduled for 5:00 p.m. on October 9, 2000.

2. RICHARD A. MURPHY – RAM, INC.

Mr. Dick Murphy introduced himself, explaining he and his partner Al Con Associates develop and build affordable apartment communities for elderly residents. Mr. Murphy explained he was addressing Council to seek informal support of a planned project in Palmetto adjacent to Terra Ceia Golf & Tennis. Council reviewed the conceptual plan as presented by Mr. Murphy, but voiced concerns as to the location of the project. It was consensus of Council, excluding Ms. Cornwell who abstained from the vote, to delay decision on the project until they had had the opportunity to review the project and the proposed location.

3. SHARON JONES, HUMAN RESOURCE DIRECTOR

Mrs. Jones addressed Council concerning the city's need of an agent of record when the city converts to the health insurance plan of Manatee County, explaining she had researched the issue as requested by Council. Mrs. Jones stated it was her and the insurance committee's opinion that based on Florida Statute 624.428 and requirements of Manatee County, an agent of record for the city's health insurance plan was not necessary.

Mr. Nick Zeck, Boyd Insurance, and Mr. Richard Metzler addressed Council as to why they felt an agent was needed. Mr. Bob Goodman, Health Benefits Manager of Manatee County Insurance, explained how the county's plan would benefit the city, as well as the risks the city would undertake being self-insured. Mr. Goodman further stated he served as the agent for Manatee County's insurance plan.

Mrs. Jones stated she had distributed letters from Mr. Groff regarding comp time. Chief Bright stated that in the case of his captain and lieutenants Council could approve exceptions. A workshop will be scheduled at a future date to discuss comp time with the City's attorney.

4. DEPARTMENT HEAD REPORT

There were no reports from the department heads.

5. OCTOBER 2, 2000 AGENDA

MOTION: Ms. Cornwell moved, Mrs. Lancaster seconded and motion carried unanimously to approve the October 2, 2000 agenda.

6. MAYOR'S REPORT

Mayor Whitesel stated she was of the opinion Council had approved a 2.9% merit increase. Chief Bright explained that when he suggested the raise there was no comment from Council.

Mayor Whitesel explained no money had been budgeted for merit increases. The only increase approved was a 3.1% COLA increase.

7. INDIVIDUAL REPORTS

Ms. Bryant

Ms. Bryant stated Council should be apprised of topics concerning the City prior to them being made public record. If they are not aware of an issue they are unable to respond when questioned by residents.

Mrs. Keefer

Mrs. Keefer stated she was uncomfortable with the Still's Motel decision. She expressed her dissatisfaction of not knowing about documentation related to the issue prior to the meeting. A discussion was held wherein Council expressed the following concerns:

- A) Complaints registered by residents or by Council Members on behalf of residents should be documented in writing.
- B) The settlement's definition of a "farm worker" as it relates to a packinghouse and seasonal workers.
- C) Staff's knowledge of issues that are not brought to Council before Council must make a decision at a meeting.
- D) The need to make language in city documents generic.
- E) The need to educate the populace on city zoning and ordinances and have neighborhoods police their community and report infractions, suggesting Code Enforcement attend neighborhood meetings.
- F) Desire to have Council authorize Mayor to inform Code Enforcement, via written instruction, to diligently pursue adherence to the city's codes.

Mrs. Keefer publicly thanked Whitney Ewing for her job performance.

Mrs. Lancaster

Mrs. Lancaster commented on the fact that all meters are not being read by city employees. Ms. Cornwell discussed the possible health issues to meter readers when debris is poured into the meters.

Mrs. Lancaster commented on the aggressiveness of the attorney representing Still's Motel. Mrs. Lancaster also commented that staff should be aggressive for the City.

Mr. Williams

Mr. Williams asked the Bradenton Herald reporter how he had received the story on the comp plan.

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Mr. Williams asked if Council had addressed the department head's COLA raise. Chief Bright stated 3.1% was put into the budget. The topic will be addressed October 2, 2000.

Mr. Williams related he had spoken to Time Warner concerning a topic e-mailed to city hall.

Mr. Williams stated when recognizing Council when discussing an issue, each person should be able to speak before allowing any member to speak the second time, and that the chair speak last.

Mr. Williams received the job description of the Administrative Assistant to Mayor and Council. He expressed concerns he had relating to the description. Council Members expressed the need for a workshop on the city's job descriptions. Mayor Whitesel suggested Council also needs to review salary ranges at the workshop.

Mr. Williams inquired about the liaison positions.

Ms. Bryant reported she had taken a course at MCC on grants and found it to be very educational.

Ms. Cornwell reported Lincoln Middle School would not be considered for a hurricane evacuation facility. Ms. Cornwell stated, as a community there may be a need to approach the State about the possibility of Lincoln Middle retaining some of the old structures.

Ms. Cornwell inquired about the city clerk position.

Meeting adjourned at 6:45 p.m.

Approved: October 16, 2000


Acting City Clerk

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