

Palmetto City Commission
August 13, 2005 10:00 AM

Elected Officials present:

Larry Bustle, Mayor
Brian Williams, Vice Mayor
Eric Ball, Commissioner
Tamara Cornwell, Commissioner
Tambra Varnadore, Commissioner

Elected Officials absent:

Mary Lancaster, Commissioner

Staff and others present:

Jim Freeman, City Clerk
Chief Garry Lowe
Chris Lukowiak, Public Works Director
Frank Woodard, Deputy Public Works Director
Sharon Jones, Human Resource Director
Karen Simpson, Deputy Clerk-Finance
Diane Ponder, Deputy Clerk-Administration

The meeting began with the Pledge of Allegiance to the United States Flag.

Mayor Bustle called the meeting to order at 10:10 am.

Nick Pellegrino explained Cody & Associates had performed a study to update the City's current pay plan. The study reviewed the classifications and developed benchmarks for comparison with the agencies contacted in the market place, which was expanded south from the market place used to develop the original pay plan. Department heads were not compared against department heads in larger agencies. Department heads and some technical positions were compared against agencies through the state, taking into account the number of employees and the population served, as well as the difference in the cost of living. He stated he was satisfied Cody & Associates is aware of what is happening in the market on the west coast of the Florida.

Mr. Pellegrino confirmed reclassification proposals were factored into the proposed schedule. He also explained a pay grade increase vs. an increase in the minimum and maximum levels was recommended only for ease in reviewing the schedule. Mr. Pellegrino stated the proposed schedule recommended a salary adjustment based on market level not reclassification; reclassification indicates duties and responsibility of the position change. Cody & Associates is recommending only a pay plan adjustment, which includes a COLA.

Referring to the old and new schedule, Commission inquired why steps differ for the same pay grade. Mrs. Simpson explained Cody & Associates provided only a minimum and maximum range; therefore, staff figured the amounts in the fourteen steps in the proposed schedule. Mrs. Simpson further stated the steps in the proposed schedule are slightly lower than the current schedule.

City Clerk Jim Freeman referred Commission to the Summary of Personnel Costs FY05 v. FY06, which explains the differences between what staff is proposing as a 4% COLA, reclassifications and new positions, an increase of \$815,646, vs. full implementation of the new Cody proposal, including wage increase to market and new positions, at a total impact of \$1,227,697.

Mr. Lukowiak informed Commission the reclassification of the Customer Service Supervisor to Deputy Director of Administration was not included in the study. Mrs. Jones confirmed that any organizational changes or amendments that had to be adopted first were not included in the

study. Mr. Pellegrino concurred, stating the position could be factored in, which Commission requested he do. Mr. Pellegrino departed the meeting.

The departments requesting new positions reviewed their justifications for the additions. The discussion with IT Director Donald Burkhardt concerning the consolidation of personnel performing IT functions in Public Works and the Police Department resulted in those specific personnel remaining under their respective department heads rather than being transferred to the IT Department. During FY 2006-2007 budget review, the IT Department will develop a city wide budget, rather than allocating the expenses among the departments.

Commission discussed the various ways they could address the salary issue. They suggested staff should closely review their budgets and revise them to balance the budgets to the current millage rate. Mr. Ball requested the department heads prepare a priority list for the August 22, 2005 budget meeting, and Commission could then decide what budget items to delete from the department's budgets.

Meeting adjourned at 12:30 am.

Minutes approved: August 29, 2005



James R. Freeman
City Clerk