

Palmetto City Commission
September 7, 2005 6:00 PM

Elected Officials present:

Larry Bustle, Mayor
Brian Williams, Vice Mayor (entered at 4:10 pm)
Eric Ball, Commissioner
Tamara Cornwell, Commissioner
Tambra Varnadore, Commissioner

Elected Officials absent:

Mary Lancaster, Commissioner

Staff and others present:

Michele Hall, Attorney
Chief Garry Lowe
Chris Lukowiak, Public Works Director
James R. Freeman, City Clerk
Frank Woodard, Deputy Public Works Director
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 6:00 PM.

A moment of silence for overseas military personnel and those affected by Hurricane Katrina was observed, followed by the Pledge of Allegiance to the United States Flag.

Mayor Bustle informed Commission that President Bush has issued a proclamation that all flags will be flown at half-staff in memory of Chief Justice Rehnquist.

Chief Lowe introduced Mike Mayer, the new Deputy Chief of the Police Department.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Mr. Williams moved, Ms. Varnadore seconded and motion carried 4-0 to approve the September 7, 2005 6:00 PM workshop agenda.

2. DISCUSSION OF FISCAL YEAR 2005-2006 BUDGET

Mayor Bustle stated that since the last budget meeting, the Department Heads had heeded Commissions' instructions to balance the budget with no increase in taxes and implement the Cody Plan. As a result of their efforts, Commission was presented a proposed budget reflecting a \$70,431 surplus.

Mr. Freeman stated the Department Heads met August 30, 2005, and through a very cooperative process, arrived at the currently proposed budget by the deletion of items as outlined at the bottom of the list of changes. Regarding personnel, Department Heads looked at the requested seven new positions; retained in the proposed budget is a Victim's Advocate and two police officers to be funded by CRA; four positions were eliminated: IT security specialist, HR benefits coordinator, dispatcher and police officer.

Referring to the Cody Plan, Mr. Freeman stated a consistent formula was applied for all employees of the City. Discussion ensued on several issues discovered during the review of the Cody Plan, with Commission approving the following changes:

Director of Public Works was placed at the minimum level when the Cody Plan was implemented in April, 2004, with his anniversary increase of 1.5% awarded September, 2004. Mr. Lukowiak's FY05 anniversary step to step 1 (>500) is now being processed. Police Chief is at step 2 and the City Clerk is step 1.

Action: Director increased to step 2 on his FY05 anniversary date; move to grade 122 step 2 with Cody implementation; move to step 3 on FY06 anniversary date.

Code Enforcement Director is making less than the officer he supervises (officer's step increase created the issue).

Action: Director increased to step 6 now. Anniversary date step increase in May, 2006 will be to step 7.

Mr. Freeman informed Commission the current personnel spreadsheet shows implementation of the Cody Plan at a maximum 10% cap for every employee. He discussed a suggestion whereby employees making more than \$40,000, and who were scheduled to receive an increase be capped at 10%; employees making less than \$40,00 would receive the full Cody implementation, regardless of the recommended percentage increase. The impact to the budget with this type of methodology would amount to approximately \$39,000, of which \$20,000 would impact the general fund. Commission concurred with the recommendation as discussed.

Further review of the personnel information resulted in the need to make a correction to one corporal's salary because of a typographical error in the grade and step. Also amended was the cost center 540 Customer Service Supervisor's position by raising the position one step now to a grade 111, step 6, and with the Cody implementation the position will be placed at grade 112, step 6. This revision was made because of the tenure in the position vs. the salary of the same titled position in the utility billing department.

Several commissioners applauded the Mayor and Department heads on finding a way to increase the salary of lower paid employees, and expressed their opinion the City should try to finalize implementation of the balance of the Cody Plan next budget year.

Commission discussed the Mayor's salary. Mr. Ball opined the position is a full time position, Mayor Bustle works a full day and deserves full pay – the fundamental question is does the City want a mayor or city manager. Mr. Williams discussed his opinion the City needs a city manager and the only way to transition to that type of government is to work toward a city manager's salary level. Ms. Cornwell stated she was not in favor of a significant increase for the position. A suggested salary of \$40,000 was discussed; Commissioners Ball, Varnadore and Williams agreed on a \$37,500 salary, a \$7,500 increase equating to 25%.

Commission debated positions that had been deleted. Mayor Bustle stated he supported the Department Head's recommendations regarding personnel. Commission accepted the Department Heads' recommendation concerning the proposed personnel positions.

Mr. Freeman confirmed both hydraulic desks remained in the proposed budget. Following comments made concerning the leases the City is executing, Mrs. Lukowiak discussed the Department Head's philosophy in their budget decisions, explaining how they looked at where the City will be in five years, what it will take to support City services, and the least damaging avenue to obtain equipment necessary to support those services until the expected increase in revenue is achieved through the tax base increase from the completion of the planned developments in progress.

Commission concurred with the suggestion to place any surplus funds in the City Clerk's budget.

Mayor Bustle and the Commission commended the Department Heads for their efforts in bringing a balanced budget for their consideration.

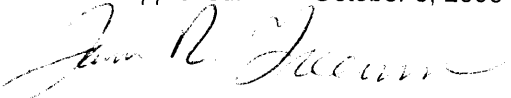
In other business, Mayor Bustle informed Commission he wished to rotate the Commission liaison positions. Commission agreed to the following positions:

Eric Ball	City Hall
Tamara Cornwell	CRA
Mary Lancaster	Public Works
Tamara Varnadore	4H/Palmetto Historical Commission
Brian Williams	Police Department

The topic will be placed on a subsequent Commission meeting agenda for action.

Meeting adjourned at 8:00 PM.

Minutes approved: October 3, 2005



James R. Freeman
City Clerk