

Palmetto City Commission  
July 31, 2006 4:00 p.m.

Elected Officials Present:

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

Staff and Others Present:

James R. Freeman, City Clerk  
Chris Lukowiak, Public Works Director  
Frank Woodard, Deputy Public Works Director  
Chief Garry Lowe  
Deputy Chief Mike Mayer  
Tanya Lukowiak, CRA Executive Director  
Ric Hartman, Planning Supervisor/Zoning Administrator  
Michele Hall, City Attorney  
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 4:05 p.m. A moment of silence was observed for our military personnel serving overseas, followed by the Pledge of Allegiance.

1. APPROVAL OF WORKSHOP AGENDA

**MOTION: Mrs. Lancaster moved, Mr. Williams seconded and motion carried 5-0 to approve the July 31, 2006 4:00 pm agenda.**

2. PRESENTATION – CITY WIDE SECURITY SYSTEM

Mr. Lukowiak explained the item under consideration is being brought forward as the result of a security survey conducted by Sgt. Scott Tyler, and is intended to correct some of the weaknesses in preventing unauthorized entry at City buildings. The City buildings missing from the proposed system is the wastewater treatment plant and CRA, both of which will be added at a later date and possibly be funded by CRA.

Mr. Lukowiak and Sonitrol representative Shannon Logston discussed the proposed system, which will visually and audibly monitor, record, and report suspicious activity; the system will be tied into the Police Department and the fire alarm.

During the discussion of the proposed system, Commission requested that the following information be gathered

1. Term and ability to terminate current security protection at City Hall.
2. Number of losses sustained at the Public Works yard for the last five years and their total value.
3. How much insurance premiums will decrease with the proposed system.

Mayor Bustle suggested staff take Commission comments under consideration and bring the topic back to Commission for discussion at a future date.

3. NETWORK SECURITY AUDIT

Mr. Freeman stated staff is proposing PCM Networking perform a network security audit to identify any areas where the City can improve the security and efficiency of the system as well as an assessment of the backup policies and procedures to protect the integrity of the data. The audit will review current policies in place, compare them to the industry's best practices and then offer recommendations to improve the City's network system. Mr. Freeman stated he had met with both proposed vendors; PCM Networking has performed services for Longboat Key and the City of Sarasota. Commission concurred with the request. The item will be placed on the August 7, 2006 agenda for Commission action.

4. PLANNING AND ZONING APPEALS CORRECTIVE ORDINANCE

Attorney Hall explained the proposed ordinance is necessary to confirm the appeal process of the Planning Administrator and/or the Planning and Zoning Board. Commission approved the item be placed on the 7:00 agenda for Commission action.

5. FISCAL YEAR 2006-2007 BUDGET

Mr. Freeman reviewed a budget summary that included anticipated increases in revenues and expenses; personnel changes, including new job titles, title changes and new positions; allocation of HR and Finance to the departments they support. Staff confirmed unspent budget funds remain in the General Fund fund balance, the only carry over is encumbered funds.

Mr. Freeman discussed the proposed new positions. Mayor Bustle confirmed that staff was instructed to review all positions for inequities and correct them during the budget process. Mr. Freeman confirmed Cody has reviewed the proposed positions as to step and grade classifications. He also informed Commission the Planner II position has been removed. Commission will be provided a step and grade plan that includes job titles.


Commission began the FYE2007 proposed budget review.

Mayor and Commission

Commission discussed the removal of the START expense of \$500 and the Broadcast City Commission Meetings expense of \$15,000. No definitive decision was made.

Meeting adjourned at 6:00 PM.

Minutes approved: August 21, 2006

  
James R. Freeman  
City Clerk