

Palmetto City Commission  
August 27, 2007 4:00 p.m.

Elected Officials Present:

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

Elected Officials Absent:

Eric Ball, Vice Mayor

Staff and Others Present:

James R. Freeman, City Clerk  
Chief Garry Lowe  
Chris Lukowiak, Public Works Director  
Tanya Lukowiak, CRA Executive Director  
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 4:03 pm, followed by the Pledge of Allegiance to the United States Flag.

1. AGENDA APPROVAL

**MOTION: Ms. Varnadore moved, Mrs. Lancaster seconded and motion carried 4-0 to approve the August 27, 2007 4:00 pm agenda.**

2. FY 2007-2008 BUDGET REVIEW

CRA Executive Director Tanya Lukowiak distributed pie charts to demonstrate by percentage how the CRA budget is allocated. She began the review of the proposed FY 2008 CRA budget by informing Commission Manatee County Mosquito Control District TIF revenue of \$39,005 has been eliminated. The district is not statutorily required to participate in the TIF.

Mrs. Lancaster asked Ms. Lukowiak if the CRA Special Project and Event Coordinator and the Parks & Rec Facilities Coordinator are both necessary, given the fact the City did not obtain the Olympia Theater. Ms. Lukowiak discussed the Facilities Coordinator position's value to the Parks & Rec Department and the fact that position has absorbed some of the work of the Special Project and Event Coordinator position – any recreational function is handled by the Facility Coordinator position. She acknowledged the Special Project and Event Coordinator position is substantially less than envisioned when the position was developed. When questioned if CRA should continue to fund both positions, Mrs. Lukowiak discussed her desire to retain the third position in her office, suggesting that the position could be reclassified and a new job description and appropriate salary could be created. Commission instructed Mrs. Lukowiak establish an appropriate job description and salary and bring it back for consideration.

Mrs. Lukowiak briefly listed proposed CRA projects, stating the projects and their scope of service can be approved when Commission and the CRA Board hold their joint meeting. The joint meeting will also determine the amount of debt service CRA would support.

Other items of concern discussed by Commission included the widening of 9<sup>th</sup> Avenue; the elimination of the SHIP funding; a potential program to assist City employees with down payments for homes; some type of "emergency" program to assist individuals with home repairs. Mrs. Lukowiak discussed the possible issues CRA would face in developing and monitoring an

"emergency" program; Code Enforcement was suggested as a tool to which the "emergency" program could be tied.

Ms. Simpson confirmed the vacant positions in the Stormwater Department were correct. Ms. Cornwell suggested the overview discussion of the department be corrected to correctly reflect the number of vacant positions being removed from the budget. Commission approved the request for the part time CID Analyst in the Police Department.

Commission requested that staff supply data on the funds spent to accumulate property for Palmetto Elementary, a listing of how TIF funds are projected to be spent, and whether or not it is advantageous to do an RFP for bank services.

Commission made no changes to the proposed FY 2008 CRA budget.

In other business, the Commission's identified potential cuts/additions for the FY2008 budget were discussed in detail. The potential cuts listed were approved with the following exceptions that will be funded:

- Sick Leave Buyback will be funded, with the understanding employees are informed the benefit may not be available next year \$42,936
- Two new police vehicles will be leased 12,500
- Two car cages will be purchased 2,000
- MS Office Software for in-car videos 4,000
- Ten in-car videos will be leased 20,400  
(subject to CRA's plan to fund seven of the video systems)

The potential additions were approved as listed.

Commission discussed the need for staff to develop plans for how the City may have to react if the super exemption is approved by the voters in January. It was suggested that educational materials should be developed now so the residents of the City will know how their vote may impact each City department and possible reductions in current City services the populace is accustomed to receiving.

Commission requested an update on the Victim's Advocate Program and the police vehicle plan discussed earlier in the budget process.

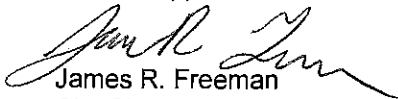
Commission scheduled an additional budget workshop for Wednesday, September 5, 2007, beginning at 5:00 pm.

Mr. Lukowiak informed Commission it is his intention to bring the CIP back for formal adoption after the FY 2008 budget has been adopted.

Mayor Bustle suggested that with the condition of the real estate market, it may be a good time for the City to consider buying the building next door for a City Center. Staff will develop options for Commission's review, including possible financing.

Meeting adjourned at 6:30 pm.

Minutes approved:

  
James R. Freeman  
City Clerk