

Palmetto City Commission
July 16, 2009 5:30 p.m.

Elected Officials Present:

Shirley Bryant, Mayor
Tamara Cornwell, Commissioner
Tambra Varnadore, Commissioner
Brian Williams, Vice Mayor
Mary Lancaster, Commissioner

Elected Officials Absent:

Alan Zirkelbach, Commissioner

Staff Present:

James R. Freeman, City Clerk
Chief Garry Lowe
Allen Tusing, Public Works Director
Karen Simpson, Deputy Clerk-Finance
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the meeting to order at 5:30 pm, followed by a moment of silence and the Pledge of Allegiance.

Commission reviewed and amended the budget meeting calendars. Staff will confirm if Mr. Zirkelbach is available for a meeting July 29 at 5:30; if not, the meeting will be scheduled for 6:00 pm.

Commission began the budget review with Mr. Freeman highlighting the major changes to each cost center, as follows:

Mayor and Commission

0015113116: Video Commission meetings for \$15,000 deleted

0015113424: Obtain a cost estimate of a city-wide election

001511411: Mr. Williams wishes to receive a cell phone. Confirm if Mr. Zirkelbach wishes to receive a cell phone. Commissioners Cornwell, Lancaster and Varnadore declined cell phones.

0015115413: Increase the FLC registration fee to \$4,500
Increase the miscellaneous training to \$750

Mr. Freeman discussed the contingency dollars that have been included in the budget and suggested that Commission could set policy to restrict the expenditure of any contingency funds.

Mr. Freeman was asked to look at the cost of providing insurance for elected officials. Discussion ensued on the need to provide a benefits package for the mayor's position. Mr. Freeman stated that \$8,400 per person would be a solid budgetary amount, but the range could fall between \$7,500 and \$8,500. Commission requested Mr. Freeman have the results of the insurance RFP available by the first week in August.

City Clerk

Corrected the entry of Agenda/Minutes Software for \$20,000 from the Police Department to the IT Department cost center. Mr. Freeman updated the entry to reduce the amount to \$8,000.


Moved the Utility Rate Study for sewer/reclaimed water for \$20,000 to the Water & Sewer account.

The following items were placed on a suspense log for further consideration:

1. Establishment of contingency fund policies
2. Research the SunCom city-wide phone service
3. Develop an RFP for banking services, considering the expense to employees who do not have bank accounts and still a receive a pay check
4. Cost of health and life insurance for elected officials

The meeting adjourned at 7:00 pm.

Minutes approved: August 17, 2009



James R. Freeman
City Clerk