

CITY COMMISSION WORKSHOP MEETING
August 23, 2010
5:30 PM

Commission Members

Shirley Groover Bryant, Mayor
Tamara Cornwell, Vice Mayor, Commissioner-at-Large 2
Alan Zirkelbach, Commissioner-at-Large 1
Mary Lancaster, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2
Brian Williams, Commissioner, Ward 3

Staff Present:

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

Mayor Bryant called the meeting to order at 5:30 p.m.

Mrs. Simpson requested that the review of Grants be delayed until August 24, 2010. Commission concurred.

Building Department

The following changes were made:

Line item 4051 reduced to \$500
Line item 4751 reduced to \$500
Line item 5112 reduced to \$500
Line item 5215 reduced to \$1270
Line item 5223 reduced to \$2000
Line item 5242 reduced to \$300
Line item 5513 reduced to \$1500

Road & Bridge

\$24,420 will be put into line item 5302, Material, Road Repairs & Maintenance, which will be at the same level as last year.

Have applied for a safe routes to school grant; if received will place sidewalks on the same side of street as the new Palmetto Elementary. Crossing Guards will be in place at intersections of 10th St. at 8th Ave., 10th Ave. and 14th Ave. Will confirm if a crossing guard is planned for the intersection at 10th St. and 17th Ave.

Solid Waste

Mr. Tusing will look at the line item budgets for Insurance, Repair & Maintenance, Fuel & Lubricants and Bank Service Charges, and report back his findings.

Water & Sewer

The contract amount for Veolia was revised downward by \$40,000 because of an error while inputting the budget; the fund is in a surplus position.

Cross-Connect

Small Tools: Replacing test control devices; will make sure the amount is in the correct account.

Water Dept.

Line item 7305: Requested that approval be granted to add a four-year lease annual payment of \$16,800 to the budget to purchase equipment to test valves. The equipment will also serve to clean out meter boxes and assist in utility locates. Commission concurred.

Telemetry Meters: Mr. Tusing will provide a map where the telemetry meters are installed; map out what the plan is to install the meters city-wide and forecast how long it will take to complete the project city-wide. A plan to be more aggressive in the installation program, i.e. increase in budget and expansion of the planned installation area, together with projected savings in expenses, will be brought back to Commission.

Sewer

Line item 5223 Operating Expenses: Staff will confirm the software listed in the line item.

Customer Service

The following changes were made:

Bank service charges will be reviewed.
Travel & Per Diem reduced to \$600.
Technical Training reduced to \$1,000.
Communications: reduced to \$200.
Office Supplies: reduced to \$300.

Contract Services increase is for a Utility Rate Study, which is estimated to be \$20,000 - \$30,000. Staff is requesting to encumber funds in the current year and budget next year in case a rate study becomes necessary. Attorney Barnebey will determine if a rate study is necessary.

General Fund deficit is currently \$215,000 and the Building Department deficit is \$122,000.

Insurance will be discussed tomorrow. Renewal rates will increase 15-20%, making no plan changes. Staff is working with the agent to reduce benefits to lessen the impact, but employees with dependent coverage will see an increase regardless of what option is chosen. Another option to lessen the impact of the renewal is to make dental coverage voluntary, which is currently paid by the City at \$29.00 per month.

Mrs. Simpson stated she has the cost figures to implement a 1% to 2% COLA and the revenue that will be generated from implementing a ¼ mill increase. She has identified approximately 1/3 of the 2% reduction in the budget Commission suggested, but the balance will have to be identified by the department heads.

Staff confirmed they are cooperatively working with other agencies to share personnel in particular positions. Chief Wells stated there are services the Sheriff's Office already provides the City free of charge.

Mayor Bryant informed Commission the millage rates for the last 10 years are located on the Property Appraiser's site. It is also listed in the City's CAFR.

WWTP

Mr. Tusing will review Operating Expenses.

Stormwater

Overtime: Will be increased by \$1,000 (oversight that was recently identified).
Contract Services: Will confirm the amount of \$29,000.

Rental: Will reduce by \$1,000 and place in Overtime (to remain neutral at this time). Have ditches that require occasional bottom cleaning. Negotiating with Manatee County for the use of their equipment used for ditch bottom cleaning in exchange for the City's road gang cleaning some county areas.

Printing & Binding: The NPDES permit requires flyers be issued educating the public regarding debris entering the City's storm drains.

Reuse

Repair & Maintenance: Amount will be confirmed.

Emergency Hurricane: Was originally requested that this item be removed; \$2,000 will be left in the budget.

Meeting adjourned at 7:35 pm.

Minutes approved: September 13, 2010

James R. Freeman

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City Clerk