

**PALMETTO CITY COUNCIL
BUDGET WORKSHOP
August 14, 2000 4:00 PM**

**Council Chambers
516 8th Avenue, West
Palmetto, Florida**

**Budget Workshop Meeting
4:00 p.m.
<http://members.aol.com/copalmetto/>**

**Pat Whitesel, Mayor
Tamara Cornwell, Vice Mayor
Shirley Groover Bryant, Council Member
Donna Keefer, Council Member
Mary Lancaster, Council Member
Brian Williams, Council Member**

Council discussed a \$5,000 expense to EDC at the July 31, 2000 budget workshop, asking how the expense benefited the City. Nancy Engle of the Manatee County Economic Development Council gave an overview of the EDC's role in developing new industry in the north Manatee County area and how Palmetto derived direct and indirect benefits from the program.

Mr. Meng distributed answers to questions from Council at the July 31, 2000 budget workshop.

Account #001-1003-511-12-01 The City Clerk Regular Salaries & Wages: The salary increase of the administrative assistant to the mayor was discussed; at time of employment no written agreement of current and committed salary increases was established and the increase put the position over the 50% salary range of the position.

Mrs. Lancaster questioned the necessity of the city clerk's administrative assistant position. It was determined this position also lacks a written agreement of a salary increase after a probation period. Council stated a policy should be implemented whereby new employees and the City would acknowledge in writing a salary base and any increase after a probationary period. Council also discussed options to more efficiently utilize both of these positions.

The topic of salaried positions receiving comp time was discussed. Council stated the personnel policy should be reviewed for clarification on comp time and also requested the labor attorney be consulted as to how this practice should be addressed.

The remainder of the changes in the account was discussed.

Mrs. Keefer questioned the practice of granting an automatic cost-of-living raise to a new employee.

Mr. Williams requested Council receive job postings with the position's salary range. He also stated that department heads needed to review job positions on an annual basis and report to Council any changes they wished to make.

Account #001-1001-511.54-13 Mayor & Council Technical & Training: Mr. Williams suggested Council review the cost of lodging when attending seminars and conferences, and the benefit the City would receive. Ms. Cornwell asked Mayor Whitesel to contact the League of Cities in writing, suggesting all its meetings should be planned in a centralized part of the state.

Mr. Williams asked that this account contain a line item for Council and a line item for the Mayor's Office expenses.

Account #001-1001-511-34-24 Election Expense: The \$1,000 balance is in the account in anticipation of expenses associated with the 2001 election.

Account #001-1005-519-82-04: The \$7,500 expenditure to the Enterprise Zone will be deleted.

Council requested new pages containing the changes before the next workshop.

The Police Department budget was opened for discussion.

Mrs. Keefer asked about the 8% increase in salaries. Chief Bright explained he had two vacancies to fill and was requesting three new positions. The filling of the two positions will keep the necessary level for the COPS Grants. The Police Department will apply to COPS for the three new positions. The Grant will pay 75% of the salaries the first year, 50% the second and 25% the third year. The County will pay 50% of the SRO at Lincoln Middle and 25% at Palmetto Elementary and possibly 25% for the School of the Arts. The SRO has been withdrawn at Palmetto High, with the department verbally expressing interest in the program next year.

The Travel & Per Diem expense account will be \$10,000.

The increase in the Auto Maintenance and Repair expense account is due to the fact no new patrol cars have been purchased in two years, thereby increasing repair costs. Mr. Williams suggested Chief Bright research replacing engines, transmissions and brakes on existing cars before purchasing new units.

The increase in attorney fees was due to the attorney expenses involved in the collective bargaining process.


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Other Charges/Miscellaneous contains expenses in the pre-employment process, shoe allowance and miscellaneous expenses. Council suggested a line item be established solely for pre-employment expenses.

The inter fund transfers shows \$60,000 for the purchase of patrol cars, which will be purchased through the capital improvement fund.

Meeting adjourned at 6:15 p.m.

Approved: August 21, 2000


City Clerk

Audio tapes of the meeting are on file in the city clerk's office.