

**Budget Workshop
Palmetto City Council
September 22, 2001 9:00 AM**

Elected Officials Present:

**Shirley Bryant, Vice-Mayor
Tamara Cornwell, Council Member
Mary Lancaster, Council Member
Brian Williams, Council Member**

Elected Officials Absent:

**Pat Whitesel, Mayor
Donna Keefer, Council Member**

Staff and others present:

**Karen A. Conlon, City Clerk
Capt. Kenny Bright, Palmetto Police Department
Mike Hickey, Public Works Director
Allen Tusing, Public Works Department
Karen Simpson, Finance Director
Diane Ponder, Administrative Assistant**

Vice Mayor Bryant called the meeting to order at 9:00 a.m.

Mrs. Conlon distributed the amended pay plan, reflecting the Corp. Ahler's increase. Mrs. Conlon also informed Council the community service officer in the police department does not exist. The pay plan will be adjusted accordingly. Discussion took place on how police officers patrol the city.

The projected carry over for fund balance for this year was discussed. Mrs. Simpson calculated an estimate of an overall fund decrease of \$300,000.

Total revenue from millage levied for 2000 amounted to \$1,272,182. The current year budgeted amount is \$1,329,685. Tax revenue received as of September 21, 2001 is \$1,360,508, which is over the approved budget by \$30,823. The budget amount for the next year is \$1,457,045. Discussion ensued on projected revenues.

Total employee payroll for the current year is approximately \$3,485,511 without benefits. Mrs. Conlon stated six employees of the city fell below the cost of living increase so they had been raised one-step in the plan. Mrs. Conlon discussed the necessity of employees remaining on the established steps, and how each year grants a three percent increase in pay. It will be at Council's discretion to grant any increase over and above the established pay plan. Council also discussed the possible requirement that no one is to move past one-step without Council approval. Mrs. Conlon asked permission to bring a plan back to Council for new hires,

**Palmetto City Council
Budget Workshop
September 22, 2001**

understanding the past 50% policy is no longer applicable and is not to be used by the department heads.

Council discussed the longevity plan. The plan will be implemented as a flat rate plan. Ten years of service will receive a payment of \$500 and each five-year increment will receive \$250, all to be payable of the employee's anniversary date.

For budget purposes, the Mayor and Council administrative assistant position will remain in the budget at \$27,000.

Mrs. Simpson justified the \$1.2 million transfer from Enterprise Funds to the General Fund.

The Heritage Park account is to have a balance of \$9,000.00.

Publicity and Advertising will contain a new department titled Manatee County Fair with a balance of \$2,000. Fairs and Festivals was changed to Christmas Activities with a balance of \$9,000.

Mrs. Simpson reminded Council of the need to begin planning for the 2002 balloon payment of \$600,000.

\$100,000 was transferred from Water-Sewer into the Re-use account. Discussion ensued on projected revenue from the newly developed re-use fees.

*\$400,000
correct amt.
Corrected 1/1/02
minutes*

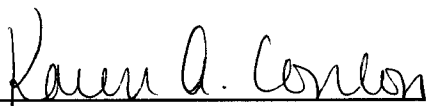
The pay plan, longevity plan and proposed budget will be adjusted as discussed and delivered to Council Members Monday.

Mrs. Conlon was asked to advise Chief Bright to bring a justification for the officer he is requesting to Monday's Council Meeting.

It was consensus of Council to allow Palmetto High School to place the paw prints on 17th Street leading to the school.

Meeting adjourned at 12:30 p.m.

Minutes approved: October 1, 2001 with Corrections.


**Karen A. Conlon
City Clerk**