

**Palmetto City Council
Budget Workshop and Administrative Meeting
July 31, 2000 4: 00 PM**

Elected Officials Present:

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

Staff and others present:

**Chief Ken Bright, Palmetto Police Department
David Meng, City Clerk
Don Patterson, Interim Public Works Director/PSG
Allen Tusing, Public Works
Ron Koper, Risk Manager/Safety Director
Diane Ponder, Administrative Assistant**

Ron Koper presented to Council a \$42,000 employee training budget established to meet safety guidelines established by OSHA, explaining the City now falls under its jurisdiction rather than the Florida Division of Safety. A discussion was held concerning ways the training could be accomplished with a smaller budget. Council instructed Mr. Koper to research topics discussed and bring back a recommendation for a training program.

Mr. Meng distributed the fiscal year 2000-2001 proposed budget summary and corrections to page 75 and 78 to the budget previously distributed.

The budget review was opened with the City Clerk's department. Anticipated revenues to the department were discussed. Intergovernmental revenue will show a significant increase of \$84,000, due to municipal revenue sharing being restructured; a \$40,000 increase in sales tax revenues and \$40,000 from the school resource officer program.

Under charges for services, CRA will increase its payment from \$9,000 to \$75,000.

Mr. Meng explained the difference in reporting the contributions from the sanitation, water operations and sewer operations, changing from a reimbursement of expenses to a transfer of funds from the enterprise funds to the general fund as a subsidy.

Mr. Meng advised Council the position of a grant coordinator is being requested, with a portion of the expense being absorbed through positions that had been eliminated. Ms. Bryant stated the RFP for the position should state the position would be expected to complete any other duties assigned. Ms. Bryant further recommended the position should be an itinerant position, proving its necessity to the city.

Council requested a breakdown of the technical and training, advertising in the general fund and other charges and miscellaneous accounts.

The contingency fund saw an increase of \$30,000. Mr. Meng stated he felt the projected \$50,000 level was an inadequate amount. Mr. Williams suggested putting \$30,000 of the projected \$42,000 training budget into the contingency fund.

Council instructed Mr. Meng to lower the insurance service fund to \$75,000.

Council requested that a budget be obtained from the Enterprise Zone. Council further requested the EDC provide information on what is derived from the city's annual payment.

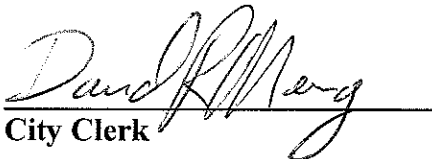
A discussion was held on the possible replacement of the city's computer system. It was consensus of Council that staff should move forward in researching the system's replacement.

The budget portion of the meeting was closed

The capital projects that could be financed by the Municipal Loan Program were discussed. Ms. Bryant suggested the city should establish an amount to borrow, finalizing the dollar figure after projects have been identified. Ms. Bryant stated Mr. Meng had provided a \$5,000,000 figure, which included installation of re-use and the ASR well. Ms. Bryant further stated a revenue stream needed to be determined before an actual cost figure for the reuse installation could be resolved. Mr. Patterson was instructed to provide Council with a plan for installation of re-use over a three-year period at the August 3, 2000 meeting.

Meeting adjourned at 7:45 p.m.

Approved: August 21, 2000


City Clerk

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