

Palmetto City Commission
October 18, 2004 4:00 PM

Elected Officials present:

Larry Bustle, Mayor
Tamara Cornwell, Vice Mayor
Eric Ball, Commissioner
Mary Lancaster, Commissioner
Tambra Varnadore, Commissioner
Brian Williams, Commissioner

Staff and others present:

Attorney Michele Hall
J. E. Free, Jr., City Clerk
Captain Clyde Hedrick
Chris Lukowiak, Public Works Director
Jessica McCann, Planner
Diane Ponder, Administrative Assistant

Mayor Bustle called the meeting to order at 4:00 pm.

A moment of silence for overseas military personnel was observed, followed by the Pledge of Allegiance to the United States Flag.

1. APPROVAL OF WORKSHOP AGENDA

MOTION: Mrs. Lancaster moved, Mr. Williams seconded and motion carried 4-0 to approve the October 18, 2004 4:00 pm agenda.

2. DISCUSSION - PROPOSED ORDINANCE NO. 04-823

3. DISCUSSION - PROPOSED ORDINANCE NO. 04-822

Attorney Scott Christiansen, counsel for the General Employees' Pension Plan Board of Trustees and the Police Officers' Pension Plan Board of Trustees, discussed his and the Board of Trustees' role in the process when ordinances proposing amendments to the pension plans are presented to Commission for consideration.

Ms. Cornwell entered the meeting at 4:08 pm.

Mr. Christiansen discussed Ordinance No. 04-823 and Ordinance No. 04-822, explaining the reasons why amendments are being proposed. He stated the Actuary had reviewed the proposed changes and determined they would have no monetary impact on either pension plan.

Mr. Christiansen confirmed the only way the pension plans can be amended is by ordinance and only the Board of Trustees of each Plan has the power to dismiss a fellow Trustee.

The ordinances are on the 7:00 agenda for a public hearing and adoption.

4. DISCUSSION - CITY GOVERNMENT SALARY SURVEY

Mr. Free referred to the survey of cities with a population of 12,000 to 15,000 that had been conducted and was then expanded to included cities with a population of 15,000 to 20,000. The survey of cities similar to Palmetto in size revealed that of the 22 cities, only one city other than Palmetto did not have a city manager; the government was a strong mayor/commission and the mayor's position paid an annual \$45,000 salary. Mr. Free also discussed the city clerk positions as they relate to Palmetto's position.

Mrs. Lancaster voiced concern in setting a \$45,000 salary for the mayor position because there is no job description. She further commented that if the salary had been discussed and approved before qualifying dates, there may have been candidates who would have run for the office. She further commented on the fact there are employees who do not make annually what is being proposed as a pay increase for the mayor's position. Mr. Free pointed out the Charter does not contain any qualifications for any elected official's position; Mayor Bustle stated the voters have the responsibility of choosing qualified officials.

Mr. Ball asked to resolve one issue at a time, beginning with the Commission's salary increase. He suggested a 3% COLA for each year the Commission had not receive any salary adjustment, which equated to an annual salary of \$6,981. Commission concurred with a \$7,000 annual salary.

Using the same equation would increase the mayor's position to a \$25,000 annual salary. The Commission discussed the issue, with Ms. Varnadore stating her belief the citizens passed the Charter to support a strong mayor and she stood by the original amount. Mr. Williams suggested a \$10,000 increase the first year and subsequent increases for the balance of the term. Mr. Ball suggested \$30,000 and subsequent incremental increases. It was suggested the Charter Review Committee be asked to look at job responsibilities. Attorney Hall stated powers/duties could be considered by ordinance. Mayor Bustle commented on the separation of power issue, stated no position description existed for any elected public office in the country. Commission discussed the topic, setting a \$30,000 annual salary.

5. DISCUSSION - RECLASSIFICATION OF CITY HALL POSITIONS

Mr. Free began the discussion of the proposed reclassified positions at City Hall. The topic was postponed to the 7:00 meeting.

6. DISCUSSION - REORGANIZATION OF THE PUBLIC WORKS DEPARTMENT

Mr. Lukowiak proposed reorganizing the Public Works Department as follows:

- 1) Division of Engineering and Project Management - overseen by the newly titled Deputy Director of Engineering, Building and Planning
 - Engineering Tech re-titled to Project Inspector, \$1,824 annual increase in cost
 - Planning Department to be relocated from City Hall
 - City Planner/Zoning Administrator pay grade change from 112 to 113
 - Planning Technician, new position at a cost of \$35,340
 - Building Department to be relocated from City Hall
 - Inspector/Plans Reviewer, new position at a cost of \$50,000
- 2) Division of Operations - overseen by the newly titled Deputy Director of Operations
- 3) Division of Public Buildings, Parks and Recreation - overseen by the newly titled Deputy Director of Public Buildings, Parks and Recreation
 - Deputy Director, \$6,238 annual increase in cost
 - Sanitation Foreman re-titled to Recreation Foreman, no pay grade change

The Commission discussed the proposed reorganization, the impact to the budget and how it would be funded. Mr. Lukowiak stated the Building Department will fund its expense and a new development fee schedule will offset the costs of additional staff in the Planning Department expenses. The job description of re-titled positions was discussed by Mr. Lukowiak; job descriptions for the two new positions will be brought to the Commission for approval before the positions are filled.

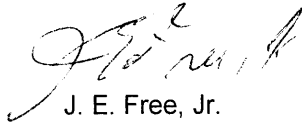
7. DISCUSSION - RIGHT-OF-WAY ORDINANCE

Mr. Lukowiak discussed the fact the City has no criteria established for work performed in the City's right-of-way, other than a courtesy call from commercial entities; the proposed ordinance sets forth criteria regarding equipment installations on public right-of-ways.

Discussion of the proposed ordinance determined the criteria being established should be for commercial entities wishing to place equipment in either a City right-of-way or City public utility easement. Commission discussed the fact that in areas of the City the right-of-way is also described as an easement. Attorney Hall suggested definition of a public utility easement could be included. The Commission discussed residential properties containing easements, and as an example, the need to obtain a permit when installing landscape, reuse, mailboxes, etc. Commission decided the proposed ordinance is intended for commercial entities only at this time. If the Public Works Department finds the necessity of including more stringent guidelines for residential easements, the Commission will consider recommendations in the future. The Right-of-Way Use Application/Permit will be titled to include easements. The ordinance will be brought back to a subsequent meeting for review.

Meeting adjourned at 6:10 pm.

Minutes approved: November 1, 2004



J. E. Free, Jr.
City Clerk