

**Budget Workshop  
Palmetto City Council  
August 13, 2001 5:00 PM**

**Elected Officials Present:**

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

**Elected Officials Absent:**

**Tamara Cornwell, Council Member**

**Staff and others present:**

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

**Mayor Whitesel called the meeting to order at 4:05 p.m.**

**Mrs. Conlon presented a plan the Mayor and department heads developed, stating it addressed some of Council's concerns by increasing general employees' starting pay to \$20,000 and sworn officers' starting pay to \$25,000 with the balance of city employees receiving a 5% pay increase. She also advised the department heads had been removed from the plan. Mrs. Conlon stated this is only a wage plan and did not develop a grade and step plan. She also expressed her concern that the \$5,000 increase put pressure on mid range supervisors being paid almost the same wage as the people they supervised.**

**Mr. Williams discussed the direction Council had given last year to staff to develop a pay plan. Mr. Williams cited the Personnel Policy giving the responsibility for the development of the plan to the city clerk; Council approves the funding of the plan. He suggested approving a dollar amount the city clerk could use for the pay plan, incorporating the \$20,000 and \$25,000 base pays into Plan I.**

**MOTION: Mr. Williams moved, Mrs. Keefer seconded to have Mrs. Conlon prepare a pay plan in an amount not to exceed \$400,000 including benefits, with the lowest starting wage for general employees being \$20,000 and the lowest starting wage for sworn officers being \$25,000.**

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**Mayor Whitesel discussed the conflicting instructions Mrs. Conlon had been given by Council and the fact Plan I and Plan II had been turned down by Council. Ms. Bryant agreed with what policy says, but further stated her opinion that whatever department heads do are subject to Council approval, and there were issues in Plan I and Plan II that were not acceptable to certain Council Members, nor in her opinion the public. Ms. Bryant further stated it was not acceptable to her to set a dollar amount and give sole discretion of the pay plan to the city clerk.**

**Discussion ensued on setting the dollar amount and bringing the pay plan back at a later date. Ms. Conlon stated she would prefer to see the step and grade plan done in the budget process; however if Council preferred, the plan could be done in steps, if a commitment is made to address the employees in the middle next year.**

**Chief Bright stated his sworn officers concerned there is no pay plan; they cannot gauge where they will be in the next few years. He further stated the middle people have to be paid for their knowledge and experience. Discussion ensued concerning Plan I and Plan II.**

**Mr. Williams called for the question. Ms. Bryant and Mrs. Lancaster voted no. Mayor Whitesel stated Mrs. Conlon needed more guidelines.**

**Plan I set the total wages at 386,000 just in salaries. Mayor Whitesel stated Council should consider what it would cost the city to replace certain employees; a learning curve and a lot of money for training. The \$403, 236 did not include benefits.**

**Mayor Whitesel voted no.**

**MOTION: Mr. Williams moved, Mrs. Keefer seconded and motion carried 3 to 2 to instruct the city clerk develop a pay plan totaling \$400,000 not including benefits, with the base pay for general employees being \$20,000, base pay for sworn officers being \$25,000 minus the department heads. The Mayor voted yes. Ms. Bryant and Mrs. Lancaster voted no.**

**Corporal Scott Tyler spoke to Council concerning the pay plan, stating employees and sworn officers he had spoken with were excited about a pay plan for the city. He asked that Council continue their efforts to approve a pay plan before the 2002 budget is passed.**

**The review of the expense accounts was started.**

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**The city clerk's budget was adjusted as follows:**

- **City Attorney was increased to \$120,000**
- **Extra Code Enforcement Officer was deleted (**
- **Special Pay was decreased by \$750**
- **Travel & Per Diem was decreased to \$300**
- **Building Demolition was increased to \$20,000**
- **Lot Maintenance was increased to \$20,000**  
**Revenue collected by Code Enforcement will be justified back to the  
Code Enforcement account by proper accounting procedures.**
- **Vehicle for the extra Code Enforcement Officer was deleted (\$17,000)**

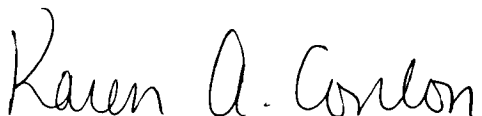
**Mrs. Conlon is to bring back an explanation on the Miscellaneous Charges and Grants to Outside Organizations.**

**Mrs. Conlon was asked to find the cost of doing a small increase to the retirees receiving a pension.**

**Mrs. Conlon was asked to find what the city had budgeted for health insurance and what has been spent. Mr. Williams discussed the funds that were placed in the reserve from October to January.**

**Meeting adjourned at 6:50 p.m.**

**Minutes approved: September 18, 2001**

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**Karen A. Conlon  
City Clerk**