

**Budget Workshop
Palmetto City Council
August 27, 2001 7:15 PM**

Elected Officials Present:

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

Staff and others present:

**Bill Hawthorne, 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 7:15 p.m.

Mrs. Conlon continued her presentation of the City Clerk's budget.

Justification sheets for the Planning & Zoning and Capital Expenditures discussed at last week's meeting were distributed and reviewed.

Computers City Wide was decreased by \$17,400, by eliminating six laptop computers.

The Natural Disaster Reserve Fund increase of \$10,000 is to accommodate expenses associated with the implementation of the city's storm team. The cell phones for Sgt. Greer and Mrs. Conlon was discussed. Mrs. Conlon was instructed to determine how much of her personal cell phone is used for city business.

The Capital Outlay Fund contains \$13,000 to renovate city hall with a security panel at the customer service counter. The Building Department will also contribute \$5,000 for the renovation for a total expenditure of \$18,000. The Capital Outlay Fund will be modified to add \$30,000 for the purchase of a new touch read meter system. Mrs. Conlon stated this amount had been in this year's budget.

Mrs. Conlon suggested the city should look at the current Building Department fees.

Mrs. Conlon was requested to bring back information on the Certified Public Manager's classes.

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With the exception of salaries which have not been discussed, no other changes were made to the City Clerk's budget.

Mr. Hickey and Mr. Tusing began the review of the Public Works Department budget.

Storm Water Engineering Services should have a balance of \$205,000 vs. \$40,000. Council requested a justification of the requested \$205,000 before making a decision.

Improvements Not Building account should total \$1,231,050.

Public Works Administration - Improvements Building \$25,250 will construct a multi-purpose building. Discussion was held on a covered walkway to the building.

Improvements Not Building will be decreased by \$4,200, if it is confirmed printers were included in the city-wide computer account. Mr. Williams suggested using these funds for the covered walkway discussed for the multi-purpose building.

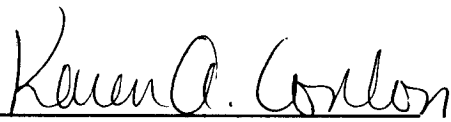
Mr. Tusing suggested using some of the CRA funds for capital improvement projects.

Engineering - Machinery & Equipment should actually be \$10,661. Mrs. Conlon suggested the balance should be less, because a copier was included in the balance.

Parks & Recreation - Machinery & Equipment was decreased by \$30,000, changing the balance to \$60,400, eliminating the MadVac which was purchased in this year's budget.

Meeting adjourned at 8:50 p.m.

Minutes approved: September 17, 2001


**Karen A. Conlon
City Clerk**