

**PALMETTO CITY COUNCIL  
BUDGET WORKSHOP  
September 6, 2000 4:30 PM**

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**Elected Officials Present:**

**Pat Whitesel, Mayor  
Tamara Cornwell, Vice Mayor  
Donna Keefer, Council Member  
Brian Williams, Council Member**

**Elected Officials Absent:**

**Shirley Groover Bryant, Council Member  
Mary Lancaster, Council Member**

**Staff and others present:**

**Dave Meng, City Clerk/Finance Director  
Don Patterson, Interim Director Public Works Department  
Allen Tusing, Supervisor Public Works  
Mary Jean Forrester, Deputy Clerk  
Diane Ponder, Administrative Assistant**

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Mayor Whitesel stated the need for a retreat to address issues concerning the City. Council members were asked to bring their calendars to the September 7, 2000 administrative meeting to finalize a date.

Mayor Whitesel announced the resignations of Charlene Riggins, her administrative assistant, and Dave Meng, Finance Director. She advised Council she had interviewed the one applicant for City Clerk and an applicant for Public Works Director.

The proposed 2000-2001 fiscal year budget was opened for discussion.

**Capital Improvements – City Clerk**

A discussion was held concerning the City's computer system. Cash balances are available for upgrading the hardware at a cost of \$75,000. If a full system is needed the Municipal Loan Program could be used for the expenditure.

Mr. Burkhardt is researching this issue, looking at different options available to the City. Mr. Tusing suggested seeking a consultant to help the City determine the best avenue to pursue.

**Capital Improvements - Police**

This account will be addressed when Chief Bright is in attendance.

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Natural Disaster Fund

The purchase of a \$40,000 generator was discussed. Council concurred the generator will be placed at City Hall rather than Public Works. If feasible, City Hall's current generator will be considered for placement at Public Works.

Justice Department Grant Fund

This account will be addressed when Chief Bright is in attendance.

Publicity and Advertising

The \$11,156 deficit, and how it occurred, was discussed. Mr. Williams asked for documentation of monies spent on the City's festivals.

Staff was asked to research the requirements of the State Agriculture Grant as to how the funds must be used. Page 56 of the budget will be revisited.

4<sup>TH</sup> of July Fireworks will be revisited. The account of the \$5,000 expenditure will be identified.

Council requested the titled account "Operating Supplies" be changed to "Operating Expenditures".

Road & Bridge Tax Fund

Engineering Services will be reduced by \$250,000, leaving a balance of \$29,578. The \$250,000 will be moved to Improvements Not Building, making a corrected balance of \$500,000.

Street Lights-Electricity will change to \$92,500. CRA will reimburse the City the cost of \$2,500 for street light electricity on the lights it has installed.

CDBG/Small Cities Grant

A discussion of the grant writer position and administration expenses of the writer was discussed. Council requested the position be instructed that Council will expect reports on the position's expenditures.

A discussion was held on traffic calming on 8<sup>th</sup> Avenue, and the need for budgeting for associated expenses. The grants are available for these projects, but funds must be expended and then applied for. Ms. Cornwell suggested this item be brought back for review by the full Council.

Garbage/Solid Waste Collection

Machinery & Equipment will be reduced to \$80,800, adding \$80,800 to the cash balance..

Increase the transfer to the General Fund by \$200,000.

Water & Sewer Operating Fund

Discussion was held on the reduction in Sewer Penalties.

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**Cross Connection Control:** The Improvements Not Building will be adjusted to a balance of \$91,861.00. Total Cross Connection Control will be \$155,000.

**Customer Service:** A discussion was held on the Machinery & Equipment line item accounts and what each category entailed. Each account will be more accurately labeled.

Water & Sewer Operating Fund – Customer Service

**Communications:** This amount has historically been paid from the General Fund, thus the increase.

Water & Sewer Operating Fund - Water Distribution

**Regular Salaries & Wages:** The increase is due to an employee being added to the account that had been charged to another division. A discussion was held concerning this account, with Mr. Meng explaining this budget corrects last year's budgeting.

Water & Sewer Operating Fund – Sewer Services

**Regular Salaries & Wages:** Increase due to the transfer in of an employee from Parks & Recreation.

Water & Sewer Operating Fund – Sewer Treatment Plant

**Contract Services:** City now pays electricity at the plant.

**Lift Station Rehabilitation:** \$30,000 will be moved to Repairs & Maintenance for a new total of \$70,000. \$25,000 will be added as a capital account expenditure.

**Sewer System Expansion Fund:** Excess funds in this account can only be spent for expansion of the sewer system.

Stormwater Utility

**Overtime:** Will be increased \$1500.

**Engineering Services:** Will be increased \$250,000. Stormwater fees and the SRF loan will support this increase.

Mr. Patterson advised the City needed to allow for a \$10,000 expenditure in the Mixing Zone. The Water & Sewer Operating Fund-Sewer Treatment Plant will have a line item added for this amount.

Meeting adjourned at 7:30 p.m.

Approved: September 25, 2000

  
Acting City Clerk

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