

Palmetto City Council
Budget Workshop Minutes
August 18, 2003 4:00 PM

Elected Officials Present:

Larry Bustle, Mayor
Shirley Bryant, Vice Mayor
Tamara Cornwell, Council Member
Charlie Grace, Council Member
Mary Lancaster, Council Member
Brian Williams, Council Member

Staff and others present:

J. E. Free, Jr., City Clerk
Chief Garry Lowe
Captain Clyde Hedrick
Mike Hickey, Public Works Director
Allen Tusing, Public Works Superintendent
Diane Ponder, Administrative Assistant

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

Mrs. Lancaster gave the invocation followed by the Pledge of Allegiance to the United States Flag.

Mr. Free discussed the General Fund adjustments and corrections of erroneous data input. He also informed Council the City's actuary had supplied updated contribution percentages, and a total contribution of \$90,000 has been added throughout the budget. A list of the adjustments to the General Fund Cost Centers is attached hereto and made a part of these minutes.

Mr. Free informed Council most of the equipment included in the proposed budget would be funded via a four-year lease option to purchase.

CRA will fund the equivalent of approximately \$180,000 for two Parks & Rec Service Worker 1 positions and two police officers for work within the CRA district. Council discussed the fact the Police Department will remain at 31 police officer positions. Council requested the COPS Grant be reviewed to ensure the City is complying with the number of officers that must be maintained subsequent to the closure of the grant.

The discussed adjustments resulted in a nominal surplus in the General Fund of \$141,745. The General Fund contains no contingencies.

Mr. Free discussed the projects list, a copy of which is attached hereto and made a part of these minutes. The Road & Bridge Fund has a balance just under \$1 million, which can fund the \$649,000 of projects in Streets. In the other area sufficient money is on hand to begin some of the remaining projects but the City does not have projected monies to complete the projects. The previously approved SRF loan is being researched to determine if the City still has the ability to draw against the loan. Mr. Free

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also suggested that if the City is going to complete the proposed projects consideration must be given to increasing utility rates and charges.

Existing Positions Currently Vacant

The Water & Sewer Customer Service Representative position was eliminated. Discussion continues on the Warehouse Controller position; the job description with the modification date, along with duties the position will be expected to perform is to be provided for Council's review.

New Positions


The Accounting Clerk position was approved. Discussion continues on the Engineer position; Public Works is to provide an estimate of savings the in-house position can provide. The two new Service Worker 1 positions for I&I were approved.

General Discussion Topics

Council began a discussion on the City's take home vehicles. The surrounding communities will be polled to determine what policies they have in place. Discussion will continue at a subsequent meeting.

Meeting adjourned at 6:00 p.m.

Minutes approved: September 15, 2003



J. E. Free, Jr.
City Clerk

ATTACHMENT TO AUGUST 13, 2003 BUDGET WORKSHOP MINUTES

TAB	Cost Center			
	General Fund			
C	Mayor & Council	Pension	369	
		Consultants	(10,000)	
		Special Elections	(4,000)	
		Pagers	(720)	
		Printing/Binding	(2,112)	
		Operating Expense	500	
		SpecPrj-Outside	(750)	(16,713)
D	City Attorney		-	-
E	City Clerk	Pension	4,606	
		Consultant	(2,000)-	
		Operating Expense	(19,300)-	(16,694)
F	Other General Government		-	-
G	Natural Disaster Reserve		-	-
H	Data Processing	Pension	916	
		Tech & Train	(9,500)	
		Mach & Equip	(10,000)	(18,584)
I	Building Office	Pension	1,813	1,813
J	Police	Pension	56,698	
		Crossing Guards	(58,839)	
		Communications	13,000	
		Equipment	45,900	
		Operating Expense	(500)	56,259
K	Code Enforcement	Pension	791	791
L	Public Works Administration	Pension	4,230	
		Communications	(806)	
		Small tools	(3,157)	
		Equipment	20,750	
		Imprs Not Bldg	(31,863)	(10,846)
M	Streets	Pension	2,508	2,508
O	Parks & Landscape	Pension	4,957	
		Safety Prog	100	
		Equipment	24,250	
		Uniforms	287	29,594
P	Engineering	Pension	1,134	
		Equipment	7,500	
		Small tools	(205)	8,429
Q	Fleet Maintenance	Pension	1,514	1,514
	Total General Fund		38,071	38,071