

PERSONNEL COMMITTEE

9:00 a.m., Thursday, February 7, 2013

The regular meeting of the Personnel Committee was held at 9:00 a.m., Thursday, February 7, 2013 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Bettelli and Stone, Chair Thomas, Administrator Tucker, Assistant to the Administrator Dziuban, and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Thomas called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meeting's Minutes

MOTION: Councilmember Bettelli moved to approve the minutes of the regular meeting of January 9, 2013 as submitted; Councilmember Stone seconded and the motion **PASSED UNANIMOUSLY**.

3. **Citizens' Comments** – None

4. **Old Business** – None

5. New Business

Review of Capital Budgets and Long-Range Capital Plan for General Government and the Building Department for FY14

Administrator Tucker explained that the FY14 budget was the first budget with the increase in the threshold of capital expenditures from one thousand dollars (\$1,000) to five thousand dollars (\$5,000); this change will be more evident on the operating budgets. In addition, based on City Council's policy to avoid debt, attempts have been made in the FY14 capital budgets to set aside funds for future capital purchases.

General Government Capital Budget

Replace generator to power entire City Hall complex	\$80,000
The generator is 13+ years old and does not power entire building; if replaced, the generator should serve the entire building.	
Municipal & Livability Court wooden sign at City Hall	5,000
Replace wooden WELCOME sign at Connector entrance	15,000
These 2 items are re-budgeted from FY13; they are placeholders in case the projects are not completed this fiscal year.	
Replace 2 message board (possibly with computerized model)	35,000
Idea is to have message boards that can be electronically controlled.	

Chair Thomas stated that he was hearing resistance in the community; he indicated that he supported the change, but added that the new sign must be attractive. The Administrator noted that one (1) vendor has indicated that he can retrofit the existing message board.

Replace HVAC equipment (FY14 expense for Council Chambers)	5,000
Also a re-budgeted item in case the unit fails.	

Special Projects

Volume Licensing of Microsoft Office (3-yr City-wide contract) The General Government portion of the contract	11,000
Wayfinding signs and Parking Mgmt Plan Phases III & IV The City's commitment to an island-wide program required by SCDOT; from Stantec phased work schedule.	81,000
Undergrounding of utility lines A placeholder in case the City has a project it wants to do.	75,000
Land improvements (parking, landscaping) 1207 & 1301 Palm Re-budgeted from FY13; efforts are being made to get some elements completed in FY13.	42,000

The Building Department has no capital expenditures scheduled for FY14.

Administrator Tucker re-emphasized that there are going to be some extremely high numbers in the capital budgets reviewed at the Ways and Means Committee meeting as staff has tried to adhere to the policy that Council endorsed for eliminating debt. For example, the Public Works budget is huge because it contains the replacement of two (2) major pieces of equipment slated for FY14 and FY15, plus the debt avoidance feature. Also included in the capital budget, related to the beach access parking initiative, is the expense to the City for taking control of the roads from SCDOT in order to do things that SCDOT would not allow; this number is meant to represent a benchmark for future discussions.

6. Miscellaneous Business

Next Meeting Date: 9:00 a.m., Thursday, March 7, 2013 in the Conference Room.

7. **Executive Session** – not needed

8. **Adjourn**

MOTION: Councilmember Bettelli moved to adjourn the meeting at 9:20 a.m.; Councilmember Stone seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk