

# Town of Indian Shores

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## ADMINISTRATIVE AND FINANCE COMMITTEE

MINUTES – APRIL 26, 2011

**ADMINISTRATIVE AND FINANCE COMMITTEE MEETING convened at 1:33 P.M.**  
**Those present were Mayor Lawrence, Chairman; Councilor Irelan and Art Newsome, Citizen Member.**

**Also Present: Vice Mayor Herndon; Councilor Smith; Councilor Sutch; Chief Williams, Town Administrator; Elaine Jackson, Deputy Clerk; Bob Brotherton, Engineering Consultant; Janet McKee; Dave Berger, Public Services Supervisor; and Neil Rode.**

### **1.0 Consideration of approving Committee Agenda for April 26, 2011.**

**Motion by Councilor Irelan - seconded by Art Newsome – to amend Agenda for April 26, 2011, by adding Item 4.0, Consideration of sale of police vehicle. Motion carried 3-0.**

**Motion by Councilor Irelan - seconded by Art Newsome – to approve Agenda for April 26, 2011, as amended. Motion carried 3-0.**

### **2.0 Consideration of approving Minutes of Committee meeting held on March 29, 2011.**

**Motion by Art Newsome – seconded by Councilor Irelan – to approve Minutes of Committee meeting held on March 29, 2011, as published. Motion carried 3-0.**

### **3.0 Consideration of approving a promotion in the Police Department.**

**Chief Williams referred to his Memo submitted relative to the process of choosing the highest qualified officer to replace Sergeant Yates in anticipation of Yates' tentative retirement in January 2012, and to provide necessary supervision at the operations level of the uniform patrol. He recommended Sergeant Yates be assigned as Administrative Sergeant and Detective Jeff Rawson be promoted to Sergeant effective 4/26/2011, and include a 3% premium over his current grade. Detective Rawson would continue his duties as detective in the Criminal Investigations Section.**

James J. Lawrence  
Mayor

Joan G. Herndon  
Vice Mayor

Carole Irelan  
Councilor

Steve Sutch  
Councilor

William F. Smith  
Councilor

E.D. Williams  
Town Administrator  
Chief of Police

Mary Karayianes  
Director of Finance  
and Personnel

Marcia Grantham  
Town Clerk

James Yacavone  
Town Attorney

Lawrence G. Nayman  
Building Code  
Administrator

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*Motion by Art Newsome – seconded by Councilor Irelan – to approve promotion of Detective Jeff Rawson to Sergeant, including a 3% premium over current grade, effective 4/26/2011. Motion carried 3-0.*

**4.0 Consideration of sale of police vehicle.**

*Chief Williams requested approval to sell car #15 as part of the regular yearly rotation out, since the new police vehicle has arrived.*

*Motion by Councilor Irelan – seconded by Art Newsome – to approve the sale of excess police department vehicle. Motion carried 3-0.*

*Mayor Lawrence requested Vice Mayor Herndon attend the Mayor's Council meeting on May 4, 2011 in his place, as he must attend the Tourist Development Council on the same date and investment of beach renourishment funds will be discussed.*

*Chief Williams stressed the need to start on the budget process as soon as possible, noting revenues are estimated to be \$80,000-\$120,000 down from the prior year and also a shortage of state revenue sharing. He stated the outlook for the next two or three years looks grim and tough decisions must be made.*

*Mayor Lawrence commented that Indian Shores property de-valuations were the largest in the County, estimated at 8%-10%.*

**ADMINISTRATIVE AND FINANCE COMMITTEE adjourned at 1:50 P.M.**



**ELAINE JACKSON, MMC**

**Deputy Clerk**