

# Town of Indian Shores

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## TOWN COUNCIL WORKSHOP

MINUTES - MAY 15, 2012

**INDIAN SHORES TOWN COUNCIL WORKSHOP MEETING convened at 2:00 P.M.**  
**Those present were Mayor Lawrence, Vice Mayor Herndon, Councilor Smith and Councilor Sutch.**

**Absent: Councilor Irelan**

**Also Present: Chief Williams, Town Administrator; Marcia Grantham, Town Clerk; Mary Karayianes, Director of Finance; Lawrence Nayman, Building Official; Bonnie Dhonau, Administrative Assistant; Anne Miller; Art Newsome; Ed Burnett; Violet and Jim Humlicek; Matt Towson.**

- \*\* Mayor Lawrence reported attending the annual tourism luncheon today at the Trade Winds Resort in St. Pete Beach, with approximately 350 in attendance, and stated Roger Dow, CEO for tourism will be moving soon to this area, and he found that quite a compliment for all of us.**
- \*\* Mayor Lawrence also reported that tonight he will be delivering a check from the Town and from his campaign fund to complete the Town's commitment to the 911 Memorial fund.**

### **1.0 Consideration of proposed Preliminary Budget for FY 2012/2013.**

**Mary Karayianes, Director of Finance, reviewed the proposed Preliminary Budget for FY 2012/2013, as follows:**

**Salary and Classification Plans** - Pg. 3

**C.P.I. History** - Pg. 4

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

**Impact of Various Salary Increases**  
**On Millage at 3% Decrease in Value**  
**NOTE: (Requested by Council)**

Pg. 5

*The Director of Finance broke out the figures for Council, with the bottom line being if all employees, including Police Department employees, the cost covering a 3.2% raise would cost \$41,043.36. She explained how this would impact the rolled-back millage rate.*

*Discussion followed with Mayor Lawrence asking if Staff had a position regarding any increase in salaries. Chief Williams stated Staff has not discussed it and it would be difficult to make a recommendation as the expense side of the budget has not been finalized, noting it would be easier to know if Council was prone to looking at going with the rolled-back rate.*

*Councilor Smith stated he would like to see Council be able to give some kind of raise this year.*

*Mayor Lawrence stated in looking ahead if gas prices stay as high, as all things will probably go higher, and thinking maybe the Town will be in better shape next year.*

*Councilor Sutch stated he felt the Council should try and do something to give the employees a raise.*

*Mayor Lawrence noted that while salaries for the general employees were frozen the last 3 years, that Police employees received raises as per Union Contract.*

*Vice Mayor Herndon stated it would be nice to be able to give something, but felt the entire budget needed to be looked at when it was more complete.*

*Mayor Lawrence stated he feels he knows what Councilor Irelan wants from a previous meeting, noting there is still room for options after the June estimated figures are received.*

*The Finance Director reported that since fiscal year 08, had the Town used the rolled-back rate each year, the Town would have collected an additional \$700,000.00 over the 5 year period.*

*The Finance Director pointed out there are more expenses for the new building, and she may need a budget amendment for this year.*

**Town Council Workshop Minutes  
May 15, 2012 - Page 3**

**Insurances** - Pg. 6

Noting last year the cost was \$108,000.00 and this year cost is estimated at \$112,000.00.

**Annual Maintenance Contracts and Agreements** Pg. 7

Noted that in September 2012 most of the warranties expire on the new building.

**Summary of Employee Benefits** - Pgs. 8-10

Noted a "Leave Pool" was added through Union negotiations.

**Budget History** - Pg. 11

**Millage History** - Pg. 12

**Budget Calendar** - Pg. 13

The Director of Finance requested all Council members put the various dates on their calendars, as all are important dates.

Mayor Lawrence advised there was no decision to be made until the Council sees the hard numbers.

The Director of Finance reviewed the Capital Improvement Budget, as follows:

- 1) Budgeted the first payment of reimbursement from Penny for Pinellas funds per Interlocal Agreement.
- 2) Proposed to refurbish Tennis Courts and Playground - \$55,200.00.
- 3) Proposed to construct new Pavilion behind Municipal Center - \$150,000.00.  
Chief Williams stated this was based on a draft plan from ARC3, and price is a swag from the Building Official.

**2.0 Discussion of proposed additional parking spaces for 198<sup>th</sup> Avenue W. and 199<sup>th</sup> Avenue W., for beach nourishment eligibility.**

Chief Williams reported Town is prepared to move forward with original plans for 198<sup>th</sup> and 199<sup>th</sup> Avenues, noting what has come up with the Lease Agreement, and will modify and incorporate into the Lease. He advised that asphalt may not be desired and they will work that out, noting they will be using the contractor working on the Community Garden project.

**Town Council Workshop Minutes**  
**May 15, 2012 - Page 4**

**Councilor Smith** stated everything looks fine, and advised of the four items Mr. Towson recommended be included in the lease, as follows: 1) Identify as four parking spaces; 2) Appropriate fencing; 3) Entrance off of 198<sup>th</sup> Ave. W.; 4) Signage to identify hours of parking.

**Chief Williams** stated that by Resolution the Council can make whatever rules they want.

**Lawrence Nayman, Building Official**, stated the North and West sides should have a barrier of some kind.

**Mr. Towson** suggested posts with ropes could also be considered, as less expensive, and since it will be temporary. Various surfaces were discussed, i.e. shell, turf block, etc., and it was noted cost estimates would be obtained for all options.

**It was a consensus of the Council members to move this item forward to the June Council meeting for approval.**

**3.0 Discussion of status of Town's present recreation programs.**

**Mayor Lawrence** stated he would like to address Agenda Item 4.0 first.

**Mayor Lawrence** reported there had been a lot of feedback at the prior Workshop meeting, noting that some cities charge instructors 25%, noting the winter months are good with the summer months being much slower with less participation.

**Mayor Lawrence** stated he did not like the idea of being in business with the instructors, and suggested to Chief Williams instead of asking for 25% of their business to charge an appropriate hourly maintenance fee such as \$15.00 - \$25.00, pointing out the Town needs to be compensated for a portion of the energy used.

**Chief Williams** reported the combined light, water and sewer cost was anticipated at \$3,300.00 - \$3,800.00, with \$4,000.00 being the highest, and advised for the first six months the bill was \$32,000.00, noting they are \$30,000.00 short on what was anticipated and that would make the yearly bill about \$64,000.00.

**Chief Williams** stated charging an hourly rate for maintenance is fair, noting a scale of some type would need to be prepared.

**Mayor Lawrence** pointed out the second aspect of the matter is numerical limitations on class attendees.

**Chief Williams** requested the Council consider dedicating one day a week free of activities, whereby appropriate maintenance tasks might be accomplished without interference.

**Mayor Lawrence** stated there needs to be a process to decide what new activities are approved for the Town's recreation programs.

**Chief Williams** advised an application should be given to each Council member and then on to the Public Services Committee.

**Chief Williams** advised he would work out an hourly rate and how to pay, and would also require an Agreement with each instructor, with a weekly reporting of the number of participants in their class.

#### **4.0 Discussion of Town renting the Municipal Center for social events.**

**Mayor Lawrence** stated purpose of this item was to discuss whether to open the Municipal Center to the public to rent and managing the various recreation programs.

**Chief Williams** reported that Staff concurred in recommending not to rent the facility for weddings, anniversaries, etc., and to maintain the current rules, while still allowing condos to conduct their annual meetings in the building and also teaching programs that the Police Pension Board occasionally holds, and would recommend for worthwhile public purpose.

**Chief Williams** cited cost of increased personnel needs, stating he did not feel the income would offset the costs incurred.

**Mayor Lawrence** stated City of Belleair Beach has budgeted \$20,000.00 for this year for revenue from their rental of facility, however the Town Clerk advised it takes 25% of her time and also takes Public Services time, with ancillary time and possible damage to the building.

**Vice Mayor Herndon, Councilor Smith and Councilor Sutch** concurred they were not in favor of renting the facility to the public at large.

**5.0 Discussion of contracting for Building Department inspection services.**

**Chief Williams** reported speaking with Mayor Bert Adams in Redington Shores and they came up with a reasonable cost for a stop of \$35.00, instead of a charge for each inspection of \$40.00.

**Chief Williams** reported there are approximately 50 inspections per month, with approximately 34 stops per month, as possibly 2 – 4 inspections can be done with one stop.

**Chief Williams** further reported speaking with Lawrence Nayman, Building Official, this morning, advising if Larry is here the Building Official for Redington Shores can do the inspection under his Building Official license, however if Larry is not here, he does not have all of the licenses that Larry has. He advised it was determined that he could come in on Larry's days off and do for about 3 months, with outside date being the remainder of the fiscal year.

**Chief Williams** advised that Mayor Adams would be taking this to the Commission's Workshop meeting to obtain approval.

**Mayor Lawrence** stated he felt this was the first step for a wider step to combine services.

**6.0 Chief Williams** stated he wished to address the Council regarding current events, and requested Council members to please not comment, as it serves no useful purpose.

**Chief Williams** reported he spoke with Attorney Yacavone yesterday and his position is that it is legal and he sees no problem, and has advised that from the onset. **Chief Williams** advised he has requested Attorney Yacavone to look at the two contracts and the Resolution and make it more clear, and he responded he would do that even though he feels it is not needed.

**INDIAN SHORES TOWN COUNCIL WORKSHOP MEETING adjourned at 4:10 P.M.**

  
**MARCIA GRANTHAM, CMC**  
Town Clerk