



















# INDIAN SHORES

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19305 Gulf Boulevard, Indian Shores, FL 33785  
www.myindianshores.com



## ADMINISTRATIVE AND FINANCE COMMITTEE MEETING MINUTES TUESDAY, FEBRUARY 11, 2020, BEGAN AT 4:32 P.M. INDIAN SHORES MUNICIPAL CENTER, 4<sup>TH</sup> FLOOR

**The meeting convened at 4:32 p.m.**

**Those present:** Mayor Patrick C. Soranno, Citizen Committee Member Art Newsome, Citizen Committee Member John Caruso, and Town Attorney Regina Kardash.

**Also present:** Vice Mayor Diantha Schear, Councilor Mike Hackerson, Councilor Mike Petruccelli, Councilor Bill Smith, Town Administrator Bonnie Dhonau, Finance and Personnel Director Susan Scrogam, Town Clerk Freddie Lozano, Police Chief Rick Swann, Police Captain Glen Smith, Town Engineer Bob Brotherton, Building Official Darin Cushing, and residents; Janet McKee, Mark McKee, Jeannie Carlson, and Jason Clemens.

**Those absent:** None

### ITEM # AGENDA ITEM

**1.0 Consideration of approving the Administrative and Finance Committee Meeting Agenda for February 11, 2020.**

**Motion by Mr. Newsome** – seconded by **Mr. Caruso** to approve the Administrative and Finance Committee Agenda for February 11, 2020.

**Motion carried 3-0.**

**2.0 Comments from the public on any agenda item. None.**

**Patrick C. Soranno**  
Mayor

**Diantha Schear**  
Vice Mayor

**Mike Hackerson**  
Councilor

**Michael (Mike) Petruccelli**  
Councilor

**William F. (Bill) Smith**  
Councilor

**Bonnie Dhonau**  
Town Administrator

**Richard (Rick) Swann**  
Chief of Police

**Susan L. Scrogam**  
Director of Finance  
and Personnel

**Freddie G. Lozano**  
Town Clerk

**Regina Kardash, Esq.**  
Town Attorney

**3.0 Consideration of approving the Administrative and Finance Committee Meeting Minutes of:**

- 1. September 11, 2019**
- 2. September 25, 2019**

**Motion** by **Mr. Caruso** – seconded by **Mr. Newsome** to approve the Administrative and Finance Committee Meeting Minutes. **Motion carried 3-0.**

**4.0 Discussion and review of proposed FY 2020/2021 Target Police Budget for Council consideration.**

**Chief Swann** presented the proposed budget and added that there is also a proposed increase to help maintain their high level of service. He believed it is a responsible budget based on last year's improvements to the Police Department.

The Town of Redington Shores is aware and did not show opposition to the proposed increase. He added that they asked for a contract renewal for an additional 5 years after the current contract ends in 2021. Tentatively, the proposed budget is on their February 12, 2020 Commission meeting agenda and is subject to tonight's Council approval.

**Mr. Caruso** asked if the replacement vehicles for the Police Department Chief Swann mentioned in an earlier conversation are included in the proposed budget.

**Chief Swann** replied that they are not because he would like to wait and see what vehicles may become available from vehicle dealership year-end closeouts. He is hoping that the two previously approved and purchased Chevy Tahoes will be delivered by Friday. He would like to evaluate the existing vehicles throughout the year and bring forward a possible capital item if a replacement is necessary.

He anticipates that a better option is purchasing a new vehicle each year for the next 3 years as opposed to purchasing used vehicles and cycle them on an annual basis to keep the fleet current. Going forward, he will be budgeting for replacements for items that will be meeting their life cycles.

**Mayor Soranno** mentioned that it is a 5.2% increase from the previous year and there are many good reasons why that happened. He hopes that since just about everything needed is accounted for that we would be in a position closer to the inflation rate within the coming years.

**Motion by Mr. Newsome** – seconded by **Mr. Caruso** to recommend the proposed FY 2020/2021 Target Police Budget for Council consideration.  
**Motion carried 3-0.**

**5.0 Recommendation of the Police Department Comprehensive Employee Retention Plan for Council consideration.**

**Chief Swann** presented the retention plan noting that:

- Much of the plan has already been enacted with the creation of the position of Corporal and Master Police Officer (MPO).
- With so many competitors in the job market, pay structure and benefits create an obstacle when recruiting quality personnel.
- Each rank receives a one-time raise and then fall back to a step increment which aligns with Tampa Bay's pay scale process.
- Proposing a modified take-home vehicle limited to only within a 10-mile radius. Participants outside of the radius will be required to contribute a cost percentage for vehicle maintenance.

**Motion by Mr. Caruso** – seconded by **Mr. Newsome** to recommend the Police Department Comprehensive Employee Retention Plan for Council consideration. **Motion carried 3-0.**

**AGENDA AMENDMENT: Mayor Soranno added agenda Item 6.0**

**Motion by Mr. Caruso** – seconded by **Mr. Newsome** to approve the agenda amendment.  
**Motion carried 3-0.**

**6.0 Review of the Citizen Action Team (CAT) Volunteer Program and recommendation for Council consideration.**

**Chief Swann** stated that CAT is a volunteer program that is highly regulated and managed by the Police Department. Much time and effort were put into creating the program's policies and defining what is expected of the volunteers. Duties would include administrative tasks, assisting the Police Department to keep overtime hours down, assisting with events throughout the year in Redington Shores and Indian Shores, and to possibly patrol the beaches. The volunteers would be working with and under the direction of a full-time Police Officer.

He and Captain Smith came from agencies that had active citizen volunteer programs and added that studies have shown them to be effective. Agencies across the state have implemented similar programs. This program will allow

both Towns to further their efforts to becoming a more community-oriented Police Department.

The program will initially start with ten volunteers between the two Towns. Full training will be provided prior to beginning their duties. The proposal includes an estimate for approximately \$300 per volunteer to provide for a hat, shirt/polo, shorts, pants and a belt.

**Attorney Kardash's** only concern is insurance and would like to ensure that the program will be covered under the Town's insurance policy.

**Motion** by **Mr. Newsome** – seconded by **Mr. Caruso** to recommend the implementation of the CAT Volunteer Program for Council consideration.

**Motion carried 3-0.**

**The meeting adjourned at 5:01 p.m.**

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Freddie Lozano  
Town Clerk

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## MEMORANDUM

To: Honorable Mayor Patrick Soranno, Chairman  
Administration & Finance Committee Members

From: Susan L. Scrogam, CMC, CBTO *SS*  
Director of Finance & Personnel

Date: June 4, 2020

Re: Consideration of the Consumer Price Index (CPI-W) adjustment and Merit Increase for the FY20-21 Budget

Please find attached a copy of the CPI history chart since 1984. The Town has traditionally utilized the CPI numbers as of December 31 for the upcoming fiscal year. This chart shows the year-end CPI National Average, the Council approved CPI, and the variance between the two.

Also attached for your information is a copy of the December 2019 CPI Year in Review (December to December) which shows the CPI rose 2.3% in 2019.

We are requesting your recommendation to Council for a 2.3% COLA and an up to 2% Merit increase for the non-union personnel, so we may begin building our FY20/21 budget.

**Patrick C. Soranno**  
Mayor

**Diantha Schear**  
Vice Mayor

**Mike Hackerson**  
Councilor

**Michael (Mike) Petrucci**  
Councilor

**William F. (Bill) Smith**  
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Town Attorney

TOWN OF INDIAN SHORES				
C. P. I. - W HISTORY				
YEAR	CPI NATIONAL AVERAGE		CPI COUNCIL APPROVED	DIFFERENCE
1984	3.80% *		0% - Established Salary Plan	N/A
1985	1.10%		2.00%	+ 0.9%
1986	4.40%		4.00%	- 0.4%
1987	4.30%		2.00%	- 2.3%
1988	4.60%		3.00%	- 1.6%
1989	6.10%		4.50%	- 1.6%
1990	5.00%		5.50%	+ 0.5%
1991	3.10%		3.10%	0.0%
1992	3.00%		3.50%	+ 0.5%
1993	2.70%		3.00%	+ 0.3%
1994	2.70%		3.00%	+ 0.3%
1995	2.50%		2.00%	- 0.5%
1996	3.30%		3.00%	- 0.3%
1997	1.60%		0% - (2% to Ret)	N/A
1998	1.90%		Revised Salary Plan	N/A
1999	2.70%		Inc to Retirement	+ 0.3%
2000	3.40%		3.40%	0.0%
2001	1.60%		2.00%	+ 0.4%
2002	2.40%		3.00%	+ 0.6%
2003	1.90%		3.00%	+ 1.1%
2004	3.30%		3.00%	- 0.3%
2005	3.50%		3.50%	0.0%
2006	3.50%		3.50%	0.0%
2007	2.40%		2.50%	+ 0.1%
2008	4.30%		4.30%	0.0%
2009	-0.50%		0.00%	- 0.5%
2010	3.40%		0.00%	- 3.4%
2011	1.70%		0.00%	- 1.7%
2012	3.20%		0.00%	- 3.2%
2013	1.70%		3.00%	+ 1.3%
2014	1.50%		2.00%	+ 0.5%
2015	0.80%		1.00%	+ 0.2%
2016	0.70%		1.50%	+ 0.8%
2017	2.10%		2.00%	- 0.1%
2018	2.10%		2.10%	0.0%
2019	1.90%		1.90%	0.0%
2020	2.30%			

Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 2.3 percent over the last 12 months to an index level of 256.974 (1982-84=100). For the month, the index decreased 0.1 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 2.3 percent over the last 12 months to an index level of 250.452 (1982-84=100). For the month, the index decreased 0.1 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 2.1 percent over the last 12 months. For the month, the index decreased 0.1 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

#### **Year in Review (December to December)**

The all items CPI rose 2.3 percent in 2019. This was larger than the 2018 increase of 1.9 percent and the largest advance since the 3.0-percent rise in 2011. The index rose at a 1.8-percent average annual rate over the last 10 years.

The food index increased 1.8 percent in 2019, a slightly larger increase than the 2018 rise of 1.6 percent. The index for food at home increased 0.7 percent in 2019, continuing a trend of modest increases; it rose 0.6 percent in 2018 and 0.9 percent in 2017. Over the last 10 years, the food index rose at an average annual rate of 1.8 percent. The food at home index rose at a 1.3-percent annual rate, and the food away from home index increased at a 2.5-percent annual rate since December 2009.

Five of the six major grocery store food group indexes increased in 2019. The index for dairy and related products rose 2.4 percent after falling 0.1 percent in 2018. Similarly, the index for meats, poultry, fish, and eggs rose 2.3 percent in 2019 after falling in 2018. The index for nonalcoholic beverages rose 1.0 percent in 2019 after a 1.4-percent increase in 2018. The indexes for cereals and bakery products and for other food at home both rose 0.3 percent in 2019.

The index for fruits and vegetables declined in 2019, falling 1.3 percent after rising in 2018 and 2017. The indexes for fresh fruits and for fresh vegetables both declined over the year.

The index for food away from home rose 3.1 percent in 2019. This was larger than the 2.8-percent increase in 2018 and the largest December-to-December rise since 2008.