

**MINUTES OF THE
FLORIDA INLAND NAVIGATION DISTRICT**

Personnel Committee

8:15 a.m., Saturday, November 19, 2016

Hutchinson Island Marriott Beach Resort and Marina

555 N. E. Ocean Boulevard

Stuart, Martin County, Florida 34996-1620

ITEM 1. Call to Order.

Committee Chair Netts called the meeting to order at 8:15 a.m.

ITEM 2. Roll Call.

Assistant Executive Director Janet Zimmerman called the roll and Committee Chair Netts, Treasurer McCabe, Secretary Donaldson, and Commissioner Williams were present. Commissioner Dritenbas was absent. Ms. Zimmerman stated that a quorum was present.

ITEM 3. Additions or Deletions.

Committee Chair Netts asked if there were any additions or deletions to the meeting agenda. Mr. Crosley stated that there were none.

Commissioner Williams made a motion to approve the final agenda as presented. The motion was seconded by Secretary Donaldson. Committee Chair Netts asked for any further discussion. Hearing none, a vote was taken and the motion passed unanimously.

ITEM 4. Public Comments.

Committee Chair Netts asked if there were any public comments on issues that are not on today's agenda. There were none.

ITEM 5. Personnel Salary Adjustments for FY 2016-2017.

Mr. Crosley stated that staff would like to discuss potential salary increases and/or bonuses for FY 2016-2017 for the District staff. He referred to a salary summary showing Cost of Living Adjustment (COLA) and merit increases for 24 Florida counties and municipalities. He asked for discussion.

Committee Chair Netts stated that the COLA averages between 2% to 2.5%. Mr. Crosley stated that inflation has remained low at 2%, but 33% of that is due to the reduction in gasoline prices. The Consumer Price Index (CPI) is predicting that in the near future,

gasoline prices will increase and will no longer cover up inflation in other markets. The standard cost of living increase has ranged between 2% to 4%.

Commissioner Williams stated that he does not favor a COLA increase but a lump sum bonus based on performance.

Chair Cuozzo stated that because staff retirement is affected by the last five-years of employment, he does not want to keep staff salaries artificially low.

Secretary Donaldson stated that the District has completed several large projects this past year. The Executive Director's performance is reflected by staff's performance. He does feel that a salary increase for the District staff is justified. He stated that he also knows that there is competition for quality staff and he feels that a 3% to 4% salary increase is warranted.

Secretary Donaldson stated that next year, he would like staff to provide other government salary information as a benchmark to determine staff adjustments.

Treasurer McCabe asked the procedure taken to evaluate staff. Mr. Crosley stated that once the Board provides their recommendations, he then determines staff increases depending on staff performance.

Committee Chair Netts stated that FIND is a small organization and a mediocre employee cannot be hidden. In large corporations, it is easy for a mediocre employee to slide under the radar. FIND has done a remarkably good job with the current staff and this Board needs to recognize that the staff is doing the job that the Board has asked them to do. He is comfortable with an up to 3% salary increase, as determined by the Executive Director.

Treasurer McCabe made a motion to approve a recommendation to the full Board of the personnel salary adjustments, up to 4%, for FY 2016-2017, as determined by the Executive Director. The motion was seconded by Secretary Donaldson. Committee Chair Netts asked for any further discussion. Hearing none, a vote was taken and the motion passed unanimously.

ITEM 6. Executive Director's Performance Review.

Committee Chair Netts stated that for commissioners that have not responded to the Executive Director performance review request, there is a form in the back-up materials that can be completed. He stated that the Executive Director requests that the committee

and the Board evaluate his job performance over the last year and he also respectfully requests a performance bonus, if justified.

Chair Cuozzo stated that Mr. Crosley has done an excellent job and has brought fresh ideas to the District.

Committee Chair Netts stated that his review of Mr. Crosley was positive.

Treasurer McCabe stated that the District staff responds to all her requests immediately. She stated that the staff and Mr. Crosley are doing a great job.

Commissioner Blow stated that he is impressed that the Executive Director has been willing to tackle multiple projects and move the District forward.

Commissioner Williams suggested a raise of 4% with a bonus of \$5,000.00 for the Executive Director.

Secretary Donaldson stated that he would recommend a 2% salary adjustment with bonus of 2% or 3% for the Executive Director.

Commissioner Williams made a motion to approve a recommendation to the full Board to provide the Executive Director a salary increase of 2% with a 2% bonus for FY 2016-2017. The motion was seconded by Secretary Donaldson. Committee Chair Netts asked for any further discussion. Hearing none, a vote was taken and the motion passed unanimously.

ITEM 7. Additional Agenda Items or Staff Comments.

Committee Chair Netts asked if there were any additional agenda items or staff comments. There were none.

ITEM 8. Additional Commissioners Comments.

Committee Chair Netts asked if there were any additional Commissioner comments. There were none.

ITEM 9. **Adjournment.**

Committee Chair Netts stated that hearing no further business the meeting was adjourned at 8:36 a.m.

Jon Netts, Chair

Attest: Don Donaldson, Secretary
(SEAL)