



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Town Commission

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Tuesday, March 6, 2018

6:00 PM

Town Hall

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**Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.**

Meeting called to order at 6:00 PM with Deputy Mayor Rettstatt presiding.

### PLEDGE OF ALLEGIANCE

### COMMISSIONER ROLL CALL

**Present:** 3 - Deputy Mayor Karla Rettstatt  
Commissioner Michael Wilkinson  
Commissioner Tom Shelly

**Absent:** 2 - Mayor Gary H. Katica  
Commissioner Tom Kurey

### SCHEDULED PUBLIC HEARINGS

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

[18-0066](#)

Variance for 325 Overbrook Drive

JP Murphy-Town Manager-Provided property information and existing conditions; first variance would allow front yard set back to be reduced by 1ft 7in, resulting in a 23ft 5in front setback; second variance would reduced side yard setback by 2ft, resulting in a 5ft 5in setback; both relate to construction of garage addition and new master suite; Planning and Zoning Board recommends unanimous approval.

Russell Janssen was sworn in by Town Clerk.

Mr. Janssen-Applicant-Detailed his request; wishes to extend garage, construct a laundry room, and increase size of bedroom; spoke with neighbor and addressed concerns with location of air conditioning unit.

No ex parte communications expressed.

Commissioner Wilkinson questioned hardship.

Applicant discussed concerns with prior thefts and safety; unable to park two cars in garage.

Deputy Mayor Rettstatt spoke with neighbor Laurie Adams regarding concerns with location of mechanical equipment; recommends including placement conditions in motion.

**Commissioner Shelly moved approval of variance for 325 Overbrook Drive; seconded by Commissioner Wilkinson.**

**Commissioner Shelly amended his motion to include the agreement that no mechanical equipment be placed in the setback; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

### **CITIZENS COMMENTS**

(Discussion of items not on the agenda. Each speaker will be allowed 3 minutes to speak.)

No comments to be heard.

### **CONSENT AGENDA**

[18-0059](#) Approval of February 20, 2018 Regular Meeting Minutes

**Commissioner Shelly moved approval of the consent agenda; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

### **GENERAL AGENDA**

[18-0038](#) Resolution 2018-11: Thanking Mrs. Patricia Ryan

Cathy DeKarz-Management Analyst-Read resolution into record; presented Ms. Ryan with a copy.

Meeting went into recess at 6:10 PM for photos.

Meeting Reconvened at 6:11 PM.

**Commissioner Wilkinson moved to approve Resolution 2018-11 thanking Mrs. Patricia Ryan for her service; seconded by Commissioner Shelly.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

[18-0035](#) Resolution 2018-13: Ad Valorem Tax Exemption for 251 Pine Road

Ms. DeKarz stated Mr. Barris unable to attend; previously approved in 2014 and preliminarily awarded 100% abatement for all relevant improvements for ten years;

construction now complete and applicant wishing to finalize abatement process; Historic Preservation Board has approved.

**Commissioner Shelly moved to approve the covenant and Resolution 2018-13, ad valorem tax exemption for 251 Pine Road; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

[18-0052](#)

Resolution 2018-14: Appointment to the Historic Preservation Board

Ms. DeKarz stated a vacancy occurred when Mr. Griffin moved out of town; Patricia Irwin is interested in filling vacancy; staff recommends appointment.

**Commissioner Wilkinson moved approval of Resolution 2018-14, appointment to the Historic Preservation Board, Patricia Irwin; seconded by Commissioner Shelly.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

[18-0067](#)

Resolution 2018-15: Approval of Energy Performance Contract & Guaranteed Professional Maintenance Agreement with ABM Building Services, LLC.

Mr. Murphy read into record by title only; past presentations regarding details of investment grade audit; Florida statutes require guaranteed savings; agreement is between ABM and Town; grand total is \$1,112,390, capital element is \$762,390 which will be financed over twelve years at 3.529%; staff recommends approval.

Brief discussion regarding start date; schedule F has maintenance details and timeline.

Rob Duncan-ABM-significant items to begin this Friday; will work with town around event schedules.

**Commissioner Shelly moved approval Resolution 2018-15; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

[18-0068](#)

Resolution 2018-16 - Authorizing Lease Financing With City National Capital Finance

Mr. Murphy read into record by title only; agreement is between Town and City National Capital Finance Inc; discussed annual appropriations for the next twelve years; program provides guaranteed savings for lighting, state assistance for water plant, new roof, ballfield lighting, and maintenance and replacement of hvac equipment.

**Commissioner Shelly moved approval of Resolution 2018-16; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

[18-0027](#)

## 2017 Communications Summary Report

Ms. DeKarz provided report from Communications Team; discussed highlights, business model canvas, SWOT analysis; provided key data points.

Brief comments made regarding benefit of website during hurricane.

Ms. DeKarz finalized report by discussing 2018 goals; staff is looking for any further direction the commission may have.

Commissioners spoke favorably of progress made; suggestion to discuss further during short term goals meeting; recommendations made to inform residents regarding common code items and increasing use of YouTube channel.

**TOWN MANAGER'S REPORT**

Mr. Murphy announced February employees of the month; answered questions relating to Harold's Lake project.

Rick Doyle-Code Enforcement Officer-Provided comments regarding code compliance progress with property on Fairview. GET

Commissioner Wilkinson commented on complaint received regarding vegetation clean out along the trail; questioned ability to get notice prior to removals being done; Mr. Murphy stated town has reached out to attempt to find entity responsible.

Nancy Hartshorne-Resident-Spoke on Duke Energy and streetlight outages; Mr. Murphy detailed process for repairs.

**TOWN ATTORNEY'S REPORT**

David Ottinger-Town Attorney-Nothing to report.

Chief Bill Sohl-Nothing to report; no major issues.

**MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS**

Commissioner Shelly-Reminder to vote in next Tuesday's election; legislation session ending soon.

Commissioner Wilkinson-Recreation Board did not meet; commented on successful concert, April 8th is last concert.

Deputy Mayor Rettstatt-No comments; BCF will be distributing flyers via the teen council regarding park dedications in September.

Mayor Katika and Commissioner Kurey were not in attendance.

**OTHER BUSINESS**

No other business.

**ADJOURNMENT**

No further business; meeting adjourned in due form at 6:49 PM.

**Commissioner Shelly moved to adjourn; seconded by Commissioner Wilkinson.**

**Aye:** 3 - Deputy Mayor Rettstatt, Commissioner Wilkinson, and Commissioner Shelly

**Absent:** 2 - Mayor Katica, and Commissioner Kurey

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**TOWN CLERK**

**APPROVED:**

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**MAYOR**