



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Finance Board

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Thursday, November 21, 2019

4:00 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 was called to order at 4:03 PM with Chairman Olson presiding.

Staff present:  
Jp Murphy, Town Manager  
Stefan Massol, Director of Support Services  
Wilfred Holmes, Supervisor of Solid Waste  
Ashley Bernal, Management Analyst

### ROLL CALL

**Present** 5 - Chairman Tom Olson, Vice Chairman Dan Hartshorne, Mary Griffith, John Hail, and James Ingersoll  
**Absent** 2 - John Prevas, and Kevin Piccarreto

### CITIZENS COMMENTS

No Citizens comments

### APPROVAL OF MINUTES

[19-0313](#) Approval of September 16, 2019 Meeting Minutes

**John Hall moved to approve the minutes. Seconded by Mary Griffith.**

**Aye:** 5 - Chairman Olson, Vice Chairman Hartshorne, Griffith, Hail, and Ingersoll

**Absent:** 2 - Prevas, and Piccarreto

### GENERAL AGENDA

[19-0322](#) Discussion of Strategic Plan Goals, Objectives and Action Plans

Mr. Murphy opened with speaking about the Strategic Planning process; reviewed the six main themes that resulted from the process with board members; explained that the board will help staff work on identifying action items or action plans to ensure the success of the strategic plan.

Mr. Olson asked if there was a collection of town managers that meet to discuss matters between towns. Mr. Murphy confirmed there was the Pinellas County City Manager Association PCCMA that met once a month

Mr. Olson asked how the board could help in this process, which led Mr. Murphy to discuss the Finance Board objectives. On Objective 5.1: Not operate in a deficit, Mr. Murphy explained this could be built in the budget year where the town decreases expenditures, or puts away more reserves.

Mr. Ingersoll stated that rewarding individuals for achieving something may result in individuals saving more money, in the sense where, if a department came in under budget, they could get a fiscal reward. Mr. Murphy stated that is an example of an innovative idea for an action item.

Mr. Murphy also stated that the board may request more objectives to work on, or add in, if they wish.

Mr. Ingersoll said he was concerned that there may be discussion around this, but nothing will ever happen. Mr. Olson stated that some advice from the board would be helpful; proposed the members take the report home, review it, and go through the action items individually; stated he wanted a packet for each member and to review and monitor the process to bring solutions back in the January meeting.

Mr. Olson asked when the report is due, to which Mr. Murphy said it will be wrapping up in March but January would be ideal for the responses.

#### [19-0317](#)

#### Review of Investments Performance FY 2018-19

Mr. Massol opened by speaking on the history of investments that Belleair has made; recapped the current investment pools, such as the Florida Prime SBA pool; building on diversification, if something happens in the Town and one of the funds are frozen, the Town can pull from the other investment pool.

Mr. Hail inquired on the FEMA reimbursement funds, to which Mr. Massol stated there is about 95% refunded.

Mr. Hail also asked for some information related to the LPGA event, specifically about the attendance and if Belleair will feel any pressure. Mr. Murphy stated this item will be addressed later.

Mr. Massol discussed the revenues that each fund brought in at the end of the year. Mr. Murphy also discussed Commissioner Kurey's concerns on the costs of each investment. The fees for FL Safe are trending about four times more than other investment funds, but that is because of the pool.

Mr. Olson discussed fees and performance of funds; suggested that the Town should let these funds grow a bit to determine roughly how they will behave. Mr. Murphy stated that the Town will look at some other options, but only attractive options will be brought to the board.

Mr. Massol finished the discussion by stating that the SBA is the biggest player, but also has the larger fees. Mr. Massol stated that having the second back up plan is necessary for the town.

Mr. Olson stated that if there is a more obvious choice, to pursue it.

Mr. Murphy also restated the Florida statutes; added that if the board thinks pursuing other investment options would be beneficial, it should be added to the Strategic Plan.

[19-0321](#)

## Refresher on Sunshine Law

Mr. Murphy opened this item by defining what an official board is, which means that the board has to obey the Sunshine Laws.

Mr. Hartshorne asked if he and Mr. Olson could get dinner together, to which Mr. Murphy explained that the board members may interact socially, provided that matters which may come before the board or commission are not discussed.

Mr. Murphy stated that as long as someone is there to take minutes, and there is public notice, board members may hold a meeting;

Mr. Murphy spoke about public statements; stated a board member may make a public statement, but other board members may not respond until they are in a public meeting.

Mr. Hartshorne questioned how to respond to inquiries about the LPGA tournament; Mr. Murphy stated he may respond about town business to any resident that is not a member of a board he sits on.

Mr. Murphy continued to discuss and review the Sunshine Law; defining a meeting; meetings between members of different boards; social events; telephone conversations; emails; public records.

[19-0323](#)

## Departmental Overviews - Building and Solid Waste

Mr. Murphy started the discussion on Departmental Overviews by stating some statistics about the Solid Waste department; stated that Belleair is one of the few municipalities that still offers twice a week pick up.

Mr. Ingersoll inquired how the town prices Solid Waste fee. Mr. Murphy stated it is based off of traditional pricing the Town has had, but the Town recently underwent a fee increase. Mr. Ingersoll stated that he is uncomfortable that staff is not aggressively reviewing areas that could use a fee increase.

Mr. Hartshorne strongly commended Mr. Wilfred Holmes on his well run department and customer service.

Mr. Holmes discussed rate increases; major concern, was the recycling program; the budget for recycling is \$130,000 as opposed to the \$80,000 from the prior year; stated that the town needs to review options regarding decreasing the expense related to this, possibly even performing the recycling responsibilities in house.

Mr. Murphy stated that at the \$130k price point, it makes more sense for the Town to purchase a vehicle and create a recycling area; City of Largo achieved a contract with a private recycling provider; disposal is the largest issue with the recycling program, which is currently being reviewed by staff.

Mr. Holmes also discussed the Haz-to-Go event, which is not held in town anymore since the County realized that Belleair has the highest population for Haz-to-Go participants; also shredding event that is usually held in the winter months.

Discussion ensued regarding solid waste issues, and parking during the LPGA event.

Mr. Murphy spoke about trash pickup.

Mr. Murphy spoke about customer service and permitting in the Building department; processing online; permits and revenues.

**OTHER BUSINESS**

Mr. Olson expressed his concerns regarding Belleair Community Foundation raising funds for the Belleair Police department.

Discussion ensued regarding the Belleair Community Foundation solicitation for the police department; regarding off-hours Belleair Police officers at private events.

Mr. Olson inquired as to short term rentals related to the LPGA tournament. Mr. Murphy stated that no, individuals cannot rent out their homes as a BNB during this period.

**COMMISSION ADVISOR REPORT**

None given

**ADJOURNMENT**

Meeting adjourned in due form at 5:35 PM

**James Ingersoll moved to adjourn the meeting. Seconded by Dan Hartshorne.**

**Aye:** 5 - Chairman Olson, Vice Chairman Hartshorne, Griffith, Hail, and Ingersoll

**Absent:** 2 - Prevas, and Piccarreto

**APPROVED:**

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**Chairman**