



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Finance Board

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Thursday, November 16, 2017

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

### ROLL CALL

**Present** 7 - Chairman Tom Olson, Vice Chairman Dan Hartshorne, John Prevas, Mary Griffith, Kevin Piccarreto, John Hail, and James Ingersoll

Elected Officials Present: Mayor Gary H. Katica

Staff Members Present: JP Murphy, Stefan Massol

### CITIZENS COMMENTS

No comments to be heard.

### APPROVAL OF MINUTES

[17-0188](#) Approval of August 17, 2017 Meeting Minutes

**Mr. Prevas moved to approve; seconded by Mr. Hartshorne.**

**Aye:** 7 - Chairman Olson, Vice Chairman Hartshorne, Prevas, Griffith, Piccarreto, Hail, and Ingersoll

### GENERAL AGENDA

[17-0242](#) Presentation of the annual financial statements for FY 2016

Stefan Massol-Director of Support Services-Provided brief overview of funds; excess reserve balance; opportunities to payback general fund loan and fund capital projects.

JP Murphy-Town Manager-Commented on increased utilization in water, additional surplus amounts projected; addressed questions regarding reverse osmosis.

Mr. Massol continued his summary of the enterprise funds; available for questions.

Mr. Murphy seeking input on current auditor; he discussed current practice and review;

fees are comparable to other similar cities.

Board comments regarding satisfaction with current auditor; expressed no interest in changing.

[17-0244](#)

Update from ABM

Mr. Olson briefly reviewed prior board actions/discussions from June meeting regarding ABM.

Rob Duncan-ABM-Provided background of process thus far; presented findings; discussed areas needing addressed; ABM will install and maintain equipment; Town Hall and Recreation have most opportunities for savings; discussed statutory guidelines for program.

Brief discussions regarding cost of solar installation; no tax credits or grants available for government entities.

Mr. Murphy commented on value of a single source vendor handling all items; additional savings on staff resources.

Mr. Duncan continued his presentation; addressed questions from the board related to contract; current spending and equipment; discussed mechanical rooms and maintenance/upgrade needs.

*Mayor Katica left the meeting 4:51 PM*

David Brown-Director of Water Utilities-Addressed board questions related to water pumps.

Board discussions ensued regarding electrical needs and concerns.

Mr. Duncan provided summary of funding short falls and identified other projects; addressed any additional board questions.

Board discussion ensued regarding how to proceed; upgrade items could be placed under umbrella of energy savings program.

Dan Kline-General Manager ABM-Further clarified scope to address board questions.

Board discussion continued regarding funding capabilities; Mr. Murphy provided options in brief.

Mr. Duncan discussed process; approved contract will have a detailed project schedule.

Mr. Murphy requested clarification of board discussions; Mr. Olson commented on importance with prioritization with regards to safety.

**Mr. Piccarreto moved to approve ABM's proposal to include the electrical and roof.**

**Board discussions on additions to motion; Mr. Piccarreto withdrew his motion.**

**Mr. Murphy suggested modification: board recommendation to approve the base scope and including the additional work of the electrical and roof contingent upon the acceptance for the additional work by the board that the work would be sufficient to fix the problem.**

**Mr. Piccarreto moved to make that recommendation (stated above); seconded by Ms. Griffith.**

**Aye:** 7 - Chairman Olson, Vice Chairman Hartshorne, Prevas, Griffith, Piccarreto, Hail, and Ingersoll

[17-0241](#)

Discussion of program-based budgeting transition

Mr. Olson stated this process will assist department heads in better defining their budget.

Mr. Murphy discussed current practice of line item budgeting versus applying to specific programs and services to better identify spending; provided example; greater transparency for citizens to what specific services cost.

[17-0240](#)

Investments policy review and update

Postponed to next meeting.

[17-0243](#)

Review of parks funding

Postponed to next meeting.

## **OTHER BUSINESS**

Ms. Griffith questioned construction at golf course property; seeking information for residents. Mr. Murphy will contact owner.

## **DIRECTOR'S REPORT**

Mr. Massol no longer in attendance.

## **COMMISSION ADVISOR REPORT**

Mayor Katica no longer in attendance.

**ADJOURNMENT**

No further business; meeting adjourned in due form at 5:58 PM.

**APPROVED:**

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**Chairman**