



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, April 15, 2025

5:30 PM

Town Hall

Meeting called to order at 5:30 PM with Mayor Wilkinson presiding.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

Present: 5 - Mayor Michael Wilkinson
Commissioner Patricia Barris
Commissioner Thomas Kelly
Commissioner Todd Jennings
Deputy Mayor Tom Shelly

PROCLAMATIONS AND PRESENTATIONS

[25-0052](#)

Life Saving Award - Chris Gray

Mayor Wilkinson read a narrative of events; Chris Gray provided CPR to a pickleball player saving his life.

Kelly Flowers-Bonefas presented Mr. Gray with award.

Jenna Wallace-family member-thanked Chris for his actions; her father has made almost a complete recovery.

Meeting went into recess at 5:34 PM

Meeting reconvened at 5:36 PM

[25-0053](#)

Audit Presentation by James Moore & Co., P.L.

Gay Lancaster-Town Manager-introduced auditor from James Moore to provide presentation.

Zach Chalifour- auditor with James Moore- audit for FY 2024 is complete, unmodified opinion; spoke on use of ARPA funds triggering need for a Federal Single Audit, no findings; no internal control or compliance findings; provided recommendations regarding building reserves, budget presentation, and timing of PO's; independent accountant's examination report finds in compliance with specified investment statutes; spoke on history of general fund balance; spoke on GFOA reserve recommendation; spoke on history of proprietary (enterprise) funds; provided fund balance of capital projects fund, ARPA funds, and other governmental funds; no issues; spoke on police pension fund, maintaining long-term perspective; available for questions.

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.

CITIZENS COMMENTS

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

None to be heard.

CONSENT AGENDA

[25-0042](#) Approval of March 18, 2025 Regular Meeting Minutes

[25-0043](#) Ratification of FDLE CART MOU

[25-0047](#) Indian Shores 2025 Mutual Aid Agreement

[25-0051](#) Approval of POs \$30,000 or greater - FY2025

Deputy Mayor Shelly moved approval of the Consent Agenda. Seconded by Commissioner Kelly.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

GENERAL AGENDA

[25-0041](#) Deputy Mayor Nomination and Vote

Commissioner Barris moved to appointment Commissioner Tom Shelly as Deputy Mayor effective today. Seconded by Commissioner Kelly.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

[25-0044](#) Resolution 2025-11 Dissolving the Park, Recreation, and Tree Board

Attorney Daigneault read Resolution 2025-11 into record by title only.

Ms. Lancaster stated sitting board have divergent interests; recommended that the Tree City USA and parks items be assigned to the Infrastructure board.

Deputy Mayor Shelly moved approval of Resolution 2025-11 Dissolving the Park, Recreation and Tree Board. Seconded by Commissioner Barris.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

[25-0045](#) Resolution 2025-12 Amending Infrastructure Board Duties

Attorney Daigneault read Resolution 2025-12 into record by title only.

Ms. Lancaster stated this transfers the Tree City USA, Parks and Tree duties to the infrastructure board.

Deputy Mayor Shelly moved approval Resolution 2025-12 Amending the Infrastructure Board duties. Seconded by Commissioner Barris.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

25-0049

Financial Overview

Ms. Lancaster clarified roles; Andrew is serving as CFO and Olga Swenson is serving as Finance Director; both in Town Hall on Tuesdays; will schedule independent meetings for Commissioners with Mr. Laflin.

Andrew Laflin-Aclarian-provided a historical and future fund listing; addressed questions relating to building department, will look at was to utilize dollars and evaluate; spoke on six year history of general fund revenues and expenditures; six year history of enterprise fund operations; spoke on changes to water fund due to purchase of water from Pinellas County; provided a reserve fund analysis estimated to end of FY 2025; presented a budget versus actual report for revenue and expense comparison by fund type through March; spoke on current outstanding debt; provided a proposed debt service schedule in the event additional borrowing is made; available for questions.

Commissioner Kelly questioned if Indian Rocks project of \$12 million could be handled; Mr. Laflin stated at a very high level stress test it seems to be affordable; Commissioner Kelly also questioned loan process; Mr. Laflin spoke on need for bank RFP most likely the quickest route; will look at different scenarios and provide in the future. Commissioner Kelly questioned timeline; Mr. Laflin spoke on hiring a financial advisor, on tonight's agenda.

Mayor Wilkinson questioned if the Finance board will be reviewing; Ms. Lancaster affirmed.

25-0046

Discussion of CIP

Ashley Bernal-Assistant Town Manager-spoke on priorities; ranking 1 are high priority, ranking 2 are medium priority, ranking 3 and 4 range; Indian Rocks Rd Phase III Phase II, Ponce southbound, and Mehlenbacher west are ranked as top priority; spoke on water lines; ranking number 2 are 3-5 year items; ranking 3 is 5-7 year and ranking 4 is 7 plus years; Finance and Infrastructure boards wanted inclusion of seawall; lift stations potential for a joint project; will get accurate numbers using FDOT averages.

Ms. Lancaster stated this is the time to adjust priorities if needed.

Mayor Wilkinson requested bluff update; Ms. Bernal stated they were reviewing the draft report; will be presented at the May meeting.

Commissioner Barris questioned if Barbara Circle and Sunny Lane can be moved to a higher priority; Ms. Lancaster stated it can be evaluated.

Ms. Bernal stated Barbara and Sunny lane can be moved up; once numbers are known, can adjust.

Ms. Lancaster questioned if prepared to make a motion to move Barbara and Sunny up.

Deputy Mayor Shelly questioned cost of Barbara Circle versus Ponce southbound. Ms.

Bernal stated high level estimate is approximately 7-8 million on Ponce and Barbara probably closer to 9-10 million.

Ms. Lancaster spoke on doing Indian Rocks Road II and III close together; Ponce will be needed as a detour for project, so may be appropriate to move Barbara up; Mehlenbacher is a question mark, may become a high priority at some point.

Commissioner Kelly questioned projected cost of Mehlenbacher; Ms. Bernal stated its 3.5 million.

Deputy Mayor Shelly spoke on better costs mobilizing once with Indian Rocks Road.

Commissioner Barris moved to switch Ponce and Barbara Circle as a number one priority. Seconded by Deputy Mayor Shelly.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

25-0050

Agreement for Financial Advisory Services

Ms. Lancaster stated this is the next step to develop a financial package to fund the capital project piggyback agreement; Town has previously used firm; Aclarian comfortable working with them.

Deputy Mayor Shelly moved approval of an agreement for the financial advisory services from PFM Financial Advisors, LLC. Seconded by Commissioner Barris.

Aye: 5 - Mayor Wilkinson, Commissioner Barris, Commissioner Kelly, Commissioner Jennings, and Deputy Mayor Shelly

25-0040

2024 Communications Summary Report

Amanda Oreskovich-Public Relations Coordinator-purpose is for transparency and to develop goals; presented top stories from 2024; highest level of engagement, high levels due to hurricanes; Facebook, Instagram and X are the official Town social media platforms; spoke on social media growth; storm communications rapidly boosted followers; other communication tools are Town Topics, AlertPinellas, print media, resident information guide, Town website, and SeeClickFix reporting tool; provided stats on website page view, crucial to keep up to date; spoke on potential for a website redesign; provided SeeClickFix stats, process streamlined and there has been a large improvement from 2023 to 2024; spoke on 2025 communication goals; of boosting Instagram following, by having more video content and reels, sharing stories; Website redesign and also a text notification services for residents.

Mayor Wilkinson thanked Amanda.

Ms. Lancaster concurred; spoke on Amanda's dedication.

TOWN MANAGER'S REPORT

Ms. Lancaster spoke on drainage infrastructure being reviewed; will be cleaning out areas on fingers; public works also cleared out vines and vegetation around creek; meeting with residents on Poinsettia regarding drainage, the Town is doing everything possible to make sure it is open and capable, however SWFWMD stated this was a 1,000 year event and no system can handle this, all upgrades possible are being done; traffic concerns for emergency vehicles traversing the fingers.

Rick Doyle-Chief of Police-spoke on parking on fingers, 50% of homes on those streets

will be undergoing heavy construction; concerned with parking on streets, emergency vehicles can't get through; suggests no parking on one side of the street for each of the three streets; would like to have on an upcoming agenda and invite the residents; concern is public safety; need to mitigate officer's involvement; would also like to look at increasing parking ticket fees.

Deputy Mayor Shelly questioned no parking during specific times; Chief Doyle affirmed, other municipalities do not allow street parking; Deputy Mayor Shelly spoke on potential to limit hours; Chief commented on need for emergency vehicle access.

Ms. Lancaster stated item will be on May agenda.

Commissioner Kelly questioned if there is a solution; Chief Doyle spoke on potential for multiple solutions.

TOWN ATTORNEY'S REPORT

Attorney Daigneault had nothing to report.

MAYOR AND COMMISSIONERS' COMMENTS

Commissioner Kelly nothing to report

Commissioner Jennings had nothing to report.

Commissioner Barris spoke on Centennial Concert.

Deputy Mayor Shelly commended Centennial event, thanked all who worked on it; spoke on Pinellas County survey relating to funding grants, and will attend meetings.

Mayor Wilkinson thanked Town staff involved in the Centennial concert planning; spoke on Chris and training; thanked Deputy Mayor Shelly.

OTHER BUSINESS

No other business.

ADJOURNMENT

No further business; meeting adjourned in due form at 7:05 PM.

TOWN CLERK

APPROVED:

MAYOR