



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, March 12, 2024

6:00 PM

Town Hall

Meeting was called to order at 6:00 PM with Mayor Wilkinson presiding.

Mayor Wilkinson announced the passing of former Mayor John "Jack" Donlan. Mayor Wilkinson asked former Deputy Mayor Steve Fowler to lead the Pledge of Allegiance followed by a moment of silence.

PLEDGE OF ALLEGIANCE

Former Deputy Mayor Steve Fowler lead the Pledge of Allegiance followed by a moment of silence.

COMMISSIONER ROLL CALL

Present: 5 - Mayor Michael Wilkinson
Deputy Mayor Tom Shelly
Commissioner Coleen Chaney
Commissioner Patricia Barris
Commissioner Thomas Kelly

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.

[24-0037](#)

Second Reading of Ordinance 571 Amending Appendix B - Schedule of Fees

Tom Trask-Town Attorney-read Ordinance 571 into the record by title only; first read was on February 13, 2024.

Gay Lancaster-Town Manager-spoke on purpose of ordinance; many fees eliminated that are no longer collected.

Deputy Mayor Shelly moved approval of Ordinance 571 Amending Appendix B, Schedule of Fees on second and final reading. Seconded by Commissioner Chaney.

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

[24-0042](#)

First Reading Ordinance 572 Wells

Mr. Trask read Ordinance 572 into the record by title only.

Ms. Lancaster spoke on purpose; SWFWMD has taken that responsibility.

Deputy Mayor Shelly moved approval of Ordinance 572 on first reading. Seconded by Commissioner Chaney.

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

CITIZENS COMMENTS

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

Tom Germond former executive editor of Tampa Bay Newspapers-spoke in support of blood donation; health screening benefits, provided statistics.

CONSENT AGENDA

[24-0038](#) Approval of February 13,2024 Regular Meeting Minutes

[24-0035](#) Special Relief Permit - 2024 Springfest & Arbor Day Celebration

[24-0036](#) Special Relief Permit - 2024 Wiffleball Classic

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

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

GENERAL AGENDA

[24-0043](#) Special Relief Permit - Roebling Road Block Party

Ms. Lancaster stated item was taken off of the consent agenda; Deputy Mayor Shelly to speak on item; insurance was provided.

Deputy Mayor Shelly spoke on block party location; has signed letter of neighbor support.

Commissioner Chaney moved approval of the Special Relief Permit-Roebling Road Block Party. Seconded by Commissioner Barris.

Aye: 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

Recused: 1 - Deputy Mayor Shelly

[24-0034](#) 2023 Communications Summary Report

Ms. Lancaster commended efforts made by Amanda Oreskovich.

Amanda Oreskovich-Public Relations Coordinator-provided a high level summary of the Communications Summary report; 2023 data evaluated to identify areas of improvement; spoke on strategic plan; spoke on top posts; SWAT analysis implemented on data; spoke on internal communications and external communications; top external are Instagram, Facebook and X; efforts to continue building Instagram will be made; discussed communications tools

outside of social media; provided website data; SeeClickFix request data reviewed; spoke on 2024 goals and strategies for achievement.

Commissioner Chaney spoke on communications; pleased with progress.

Mayor Wilkinson spoke on improved transparency and communications; roadway communications; thanked staff and team.

24-0033

Town Commission Budget Priorities FY 2024-2025

Ms. Lancaster stated work session will be scheduled in the future.

Tina Porter-Finance Director-priorities were compiled; many were duplicates; open to discussing; categorized based on area; discussed resiliency; reports on recreation center to be provided; continue to seek grant opportunities; five year capital improvement plan will be provided with budget, prioritization needed; spoke on staffing and online training opportunities; attempting to include specific strategic plan tie-ins; parks and street maintenance, budgeting labor and resources; will continue to evaluate recycling services; water fund and led service line inventory; looking to add positions, spoke on grant money for water use only.

Commissioner Chaney questioned current issues with facilities. Ms. Porter spoke on structural assessments done on both Town Hall and the recreation center.

Ms. Lancaster spoke on reports received; recommendations of repairs and improvements made; are moving forward.

Commissioner Chaney questioned instituting actions to preserve the bluff. Ms. Lancaster spoke on data collection being time consuming; wise to wait for the data and recommendations; monitoring wells have been installed along the bluff; sufficient data needed to do analysis; no real way to implement a fast-track right now, data needed, but looking for grant opportunities now to be prepared.

Commissioner Chaney also questioned what accreditation is being provided to employees. Ms. Lancaster spoke on encouraging individuals in departments to obtain expertise and certification in their areas.

Deputy Mayor Shelly questioned updated completion for Mehlenbacher Rd. Ms. Lancaster stated it is still October.

Mayor Wilkinson spoke on coordinating budget workshops; Ms. Lancaster will set at a later time.

24-0039

Resolution 2024-07 Statewide Mutual Aid Agreement

Mr. Trask read resolution 2024 into the record by title only.

Ms. Lancaster stated item comes up annually; emergency and disaster situations; provided for sharing of resources.

Deputy Mayor Shelly moved for approval of Resolution 2024-7 the Statewide Mutual Aid Agreement; Seconded by Commissioner Chaney.

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

[24-0040](#)

Requesting approval of Purchase Orders \$30,000 or greater for
FYE 9-30-24

Ms. Lancaster spoke on items; RO plant included.

Deputy Mayor Shelly moved approval of the list of purchase orders which are \$30,000 or greater. Seconded by Commissioner Chaney.

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

TOWN MANAGER'S REPORT

Ms. Lancaster stated in addition to the budget workshop, a public information meeting will be held once proposed RO plant well sites are known.

TOWN ATTORNEY'S REPORT

Mr. Trask had nothing to report.

MAYOR AND COMMISSIONERS' COMMENTS

Mayor Wilkinson thanked Commissioner Chaney for her service; presented with gift from staff.

Chief Rick Doyle thanked Commissioner Chaney for her service and presented a gift from the PD.

Commissioner Chaney stated she has enjoyed her time; thanked Gay and Tom for their efforts; spoke on Deputy Mayor Shelly and his advocacy skills, thankful; thanked Mayor Wilkinson; looks forward to leadership of new Commissioners; spoke on meeting with Representative Berfield, appropriations with Indian Rocks Road.

Commissioner Kelly spoke on Commissioner Chaney's dedication, appreciates her impact.

Deputy Mayor Shelly thankful for Commissioner Chaney's service; Largo Fire Chief Chad Pittman will be here in April to provide update; is serving on Forward Pinellas transportation committee again.

Commissioner Barris wished Commissioner Chaney the best and thanked her for her service.

Mayor Wilkinson spoke on upcoming resident board for historic committee planning; thanked Rec staff regarding race; spoke on the Spring Fest; welcomed Chief Doyle back on board; thanked Commissioner Chaney for her service and impact on board.

OTHER BUSINESS

No other business.

ADJOURNMENT

No further business; meeting adjourned in due form at 6:47 PM.

TOWN CLERK

APPROVED:

MAYOR