



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, October 21, 2025

5:30 PM

Town Hall

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

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

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

PROCLAMATIONS AND PRESENTATIONS

[25-0156](#) Epilepsy Awareness Month Proclamation

Mayor Wilkinson stated the representative was unable to attend, will provide her with the Proclamation; November is Epilepsy Awareness Month.

[25-0160](#) Confirmation of Daniel A. Carpenter as Finance Director

Ms. Lancaster-Town Manager- introduced Mr. Carpenter, spoke on his background and experience.

Dan Carpenter-thanked the Town Manager and Commission; appreciative of the opportunity to work with everyone.

No additional comments.

Deputy Mayor Shelly moved approval of the confirmation of Daniel A. Carpenter as Finance Director. Seconded by Commissioner Kelly.

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

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.

[25-0157](#) First Reading of Ordinance 589 - Amending Land Development Code Section 74-332

Jay Daigneault-Town Attorney-read Ordinance 589 into the record by title only.

Ms. Lancaster spoke to purpose of ordinance; provides for owner permission.

Sophia Cozzie- resident and St. Petersburg College student- spoke to case study project; required to speak at a public meeting; commented on importance of property owner consent, collaboration.

Commissioner Kelly moved approval of Ordinance 589 amending land development Code Section 74-332. Seconded by Deputy Mayor Shelly.

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

[25-0158](#)

First Reading of Ordinance 590 - Adopting Official Seal

Attorney Daigneault read Ordinance 590 into the record by title only.

Ms. Lancaster spoke on purpose of update.

No comments.

Deputy Mayor Shelly moved approval of Ordinance 590 on first reading. Seconded by Commissioner Jennings.

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

CITIZENS COMMENTS

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

Ric Feinberg-resident-commended obtaining bluff survey and report; spoke to limitations of scope being at base; requests addressing erosion and vegetation at the top of the bluff.

CONSENT AGENDA

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

[25-0159](#)

Approval of September 26, 2025 Regular Meeting Minutes and September 23, 2025 Special Meeting Minutes

[25-0155](#)

Special Relief Permit Request - 2025 Silver Coffee

[25-0161](#)

RS&H Engineer of Record (EOR) Contract - Request for Rate Adjustment

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

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

GENERAL AGENDA

[25-0154](#)

Major Event Special Relief Permit Request - 2026 Clearwater Marathon and Running Festival

Ms. Lancaster stated this event has occurred for a number of years, John Mortimer is the event director.

John Mortimer-event director-thanked Commission for allowing to hold event in the community; available for questions.

No further comments.

Deputy Mayor Shelly moved approval of the Major Event Special Relief Permit for the 2026 Clearwater Marathon and Running Festival on first hearing. Seconded by Patricia Barris.

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

[25-0162](#)

Largo Fire Services Draft Agreement

Ms. Lancaster showed an old Town of Belleair volunteer firefighter badge that belonged to her husband; spoke to great service of Largo Fire; supportive of quality of services we are receiving; Largo City Manager requested a large increase of 25%, long negotiations ensued; Belleair Bluffs requested the county engage and provide mediation; new agreement is a four party agreement composed of us, Belleair Bluffs, Pinellas County and Largo; population based cost agreement; our share of the agreement going forward is a 25% increase over projected 5% increase of last year's budget; it totals a 35% increase from FY 25; despite the significant increase, changing providers is not recommended and would be far more expensive; recommends approval of new contract which includes an annual audit based on a cost center specific to station 43; spoke to minor changes made to draft version; provided overview of key contract highlights.

Mayor Wilkinson spoke to lengthy negotiation process; the agreement replaces the 2015 agreement with a 4 party agreement; spoke to Largo actions and attendance at their Commission meeting; spoke to the importance of Belleair paying fair share but also knowing our costs; their services received are excellent, Belleair Bluffs approved agreement last night; audit each year and potential for refund for unspent dollars; in support of agreement; commended Gay for fighting for population versus just value calculations.

Deputy Mayor Shelly spoke to excellent service of Largo Fire.

Commissioner Kelly commended Largo Fire; spoke to disappointment with Largo management during negotiation process.

No public comments.

Deputy Mayor Shelly moved approval of the Fire Services Agreement among the Town of Belleair, City of Belleair Bluffs, the City of Largo, and Pinellas County. Seconded by Commissioner Barris.

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

TOWN MANAGER'S REPORT

Ms. Lancaster spoke to excellent team efforts regarding fire. Spoke to library reimbursement policy, request received to increase reimbursement amount; currently reimburse \$80 and \$100 to military/veterans, if extended to all, approximate net increase at 100% would be less than \$2,000 annually; provided reimbursement rates of other municipalities; requesting Commission to make a motion for a policy.

Mayor Wilkinson in support.

No additional comments.

Deputy Mayor Shelly moved that we reimburse 100% of the fees. Seconded by Commissioner Barris.

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

Ms. Lancaster continued her report regarding the ongoing research of creek maintenance and repair responsibility; house side of legislature is proposing 6 items to be on the ballot; Florida League of Cities has provided information to state what would happen if we lose our ability to collect ad valorem taxes; pushing as constitutional amendments, will keep updated; spoke on skeleton trail and Halloween bash; street sign replacements and planter refreshing.

Ryan Womack-Public Works Superintendent-introduced Chuck Guara, the new Water Distribution Manager.

Mayor Wilkinson requested to be updated on the bluff.

TOWN ATTORNEY'S REPORT

Attorney Daigneault had nothing to report.

MAYOR AND COMMISSIONERS' COMMENTS

Commissioner Barris - thanked Sophia for attending the meeting.

Deputy Mayor Shelly - thanked Sophia and her parents.

Commissioner Jennings - commended Sophia on public speaking as well.

Commissioner Kelly - commended Sophia and thanked staff for getting fire contract.

Mayor Wilkinson - spoke to St. Petersburg College being a great university and Belleair residents who attend; thanked staff on fire agreement resolution.

OTHER BUSINESS

No other business.

ADJOURNMENT

No further business; meeting adjourned in due form at 6:06 PM.

TOWN CLERK

APPROVED:

MAYOR