



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, July 20, 2021

6:00 PM

Town Hall

Welcome. We are glad to have you join us. If you wish to speak, please use the “raise hand” function and wait to be recognized. If you are attending by phone, dial *9 and you will be called by the last 4 digits of your phone number. Each person will be given 3 minutes to speak, you will need to unmute yourself in order to be heard.

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

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

Commissioner Kurey attended via Zoom.

Present: 5 - Mayor Michael Wilkinson
Deputy Mayor Tom Kurey
Commissioner Tom Shelly
Commissioner Coleen Chaney
Commissioner Thomas Nessler

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.

[21-0192](#)

First Reading of Ordinance 535 - Charter Amendment Pertaining to Town Elections

JP Murphy-Town Manager-read ordinance into record by title only; state statute allows to amend the election date by ordinance, no referendum required for this item; discussed having another item during next election cycle.

Commissioner Shelly moved approval of Ordinance 535 on first reading. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0156](#)

First Reading Ordinance 536 - Renewal of Clearwater Gas Franchise Agreement

Kristi Pettit-Clearwater Gas Representative-spoke on service area; Belleair has over 500 active customers; per capita, Belleair has most generators; available for any questions.

Mr. Murphy spoke on increase in agreement; term of franchise agreement is shrinking to be in line with others in county; Commission consensus to leave at 5.5%.

Commissioner Shelly moved approval of first reading of Ordinance 536, renewal of Clearwater Gas Franchise Agreement as amended. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0211](#)

Approval of the Maximum Millage Preliminary (MMP)

Mr. Murphy provided high level overview; recommends maintaining millage at 6.500, Finance Board recommended same.

Mayor Wilkinson asked for any commentary or questions.

Commissioner Shelly moved to set the Preliminary Maximum Millage at 6.5000 millage. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

CITIZENS COMMENTS

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

Nancy Hartshorne-resident-spoke on article in Belleair Bee; questioned necessity of petition.

Mayor Wilkinson stated it was citizen driven; any referendum would be placed on ballot at next election.

Ms. Hartshorne questioned process; Mr. Murphy clarified item came up during strategic plan, must come in ordinance format and any referendum would have to be on a scheduled election day.

Karla Rettstatt-resident-spoke on second reading of gas ordinance; questioned expansion to new customers; Mr. Murphy noted they are adding new lines as roadway projects are done.

Keith Bodeker-Construction Project Supervisor-stated any residents should contact him if there are a few in the same area.

Ms. Rettstatt spoke on petition is in the works; she is handling as a private resident and will present in September; commended Commissioner Chaney for her deployment work in Surfside.

CONSENT AGENDA

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

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0187](#)

Approval of June 15, 2021 Regular Meeting Minutes

- [21-0195](#) Resolution 2021-19 Thanking Mrs. Molly Fowler - Recreation Board
- [21-0196](#) Resolution 2021-20 Thanking Mr. Michael Moore - Recreation Board
- [21-0197](#) Resolution 2021-21 Thanking Mr. Michael Mucci - Recreation Board
- [21-0198](#) Resolution 2021-22 Thanking Mrs. Amy Stanton - Recreation Board
- [21-0199](#) Resolution 2021-23 Thanking Mrs. Estelle DeMuesy - Park and Tree Board
- [21-0200](#) Resolution 2021-24 Thanking Mr. Dudley Scott - Park and Tree Board
- [21-0201](#) Resolution 2021-25 Thanking Mr. Robert Bender - Park and Tree Board
- [21-0202](#) Resolution 2021-26 Thanking Ms. Kathy Gaston - Park and Tree Board
- [21-0203](#) Resolution 2021-27 Thanking Ms. Lissa Dexter - Park and Tree Board
- [21-0204](#) Resolution 2021-28 Thanking Mrs. Nancy Hartshorne - Park and Tree Board

Mayor Wilkinson thanked the previous board members who had served in the past.

Mr Murphy read Resolution No. 2021-28 into record as Ms. Hartshorne was in attendance.

GENERAL AGENDA

- [21-0161](#) Discussion of Advisory Board Term Limits
- Mr. Murphy noted item was brought back for discussion.
- Commissioner Chaney commented on need for discussion at commission level to help citizens know how selections are made.
- Commissioner Shelly commented on ability to do a formal request for resumes; some concern with term limits.
- Discussion made on seats being evergreen; most qualified.
- Deputy Mayor Kurey spoke on all points well taken; can be difficult finding people to serve; appreciates both sides of issue; if start term limits on committees it also opens up to Commission; merits on both sides.
- Mike Hugill-resident-commented on seeing boards have missions, what are on resumes, etc.
- Commissioner Kurey suggested a more formal reach out on an annual basis.
- Mayor Wilkinson spoke on Commissioner advisors being stronger; putting out a mission statement for each board; and resumes.

Ms. Hartshorne provided her thoughts on board membership; questioned current status, Mr. Murphy addressed question.

Ms. Rettstatt - commented on certain boards, it makes sense to retain members, suggests rotating chair role; benefit of collecting resumes.

Mayor Wilkinson suggests commission keeping in contact with Town Manager and outlining board roles; Mr. Murphy provided commentary.

Mr. Murphy stated if no changes to Resolution 2021-17, then it can be approved.

Commissioner Shelly moved approval of Resolution 2021-17. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0164](#)

Adding 24 Hibiscus Road ("The Hibiscus House") to the Historic Registry

Cathy DeKarz-management analyst-provided summary of items coming before the Commission. Spoke on first item for submittal.

No comments.

Commissioner Shelly moved approval to add 24 Hibiscus Road to Belleair's local Historic Registry. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0166](#)

Adding 360 Woodlawn Avenue to the Historic Registry

Ms. DeKarz provided property information; approved unanimously by Historic Preservation board.

No comments.

Commissioner Shelly moved approval to add 360 Woodlawn Avenue to Belleair's local Historic Registry. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0167](#)

Resolution 2021-18 - Amending the List of Historically Designated Structures

Ms. DeKarz stated this the formal resolution including the new properties.

Commissioner Shelly moved approval of Resolution 2021-18, amending the List of Historically Designated Structures. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0189](#)

Special Relief Permit Request- Start at Hallett Park and end at 1705 Laurel Road.

Mr. Murphy stated item was to be on consent, standard request; wedding and reception.

Commissioner Shelly moved to approve the Special Relief Permit Request for Hallett Park at 1705 Laurel Road. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0208](#)

Discussion of Award for ADM21-1

Mr. Murphy noted item is part of the procurement process for citizen survey; three bids received; ETC recommended to serve as vendor.

Ms. DeKarz stated timeline is to be completed within next 6 months.

Mr. Murphy spoke on ETC having significant number of clients in Florida for use of benchmark data.

Commissioner Shelly moved to select ETC Institute to complete Belleair Citizen Satisfaction Survey with additional services. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0210](#)

Discussion of the Town Organization Chart

Mayor Wilkinson spoke on discussions with Town Manager; requested Mr. Murphy to provide details.

Mr. Murphy spoke on split in Public Works, Parks and Recreation; importance of connecting Public Works with other areas of projects in Town; titles may be shifting around particularly as we move into more strategic plan objectives; focus is on delivering excellence in all service areas; safety and security is top priority, then infrastructure; spoke on his current span of control and availability; will bring ideas of reorganization at August 3rd meeting; adjustments will be budget neutral; spoke fluctuations over the years, used parks department as example, additionally the use of management analysts over the years; advancements in communications; important to have clear goals, expectations, and accountability; Mr. Murphy will bring item back in August.

[21-0216](#)

Pay and Compensation Study Related to Non-Exempt, Exempt, and Bargaining Unit Employees

Mr. Murphy noted Angel from Evergreen Consulting was attending via Zoom; study found many ranges for non-exempt employees were 8-12% below market; adjusting ranges fixes structural issue; spoke on being relative to market place vs peers; recommendation from Evergreen is move ranges and implement a range penetration model; similarly for exempt the recommendation is capping at 50% of new range, if COLA and merit is otherwise a better increase, then the suggestion is to move to that vs move to market; if commission is in agreement with methodology, Evergreen will finalize report.

Commissioner Chaney spoke on concerns with questions from residents; which cities were identified as peers.

Mr. Murphy spoke on peer cities being very real competitors from market perspective, especially in non-exempt positions; Commissioner Chaney spoke on organizational chart discussions and workloads, ability to retain good employees.

Mayor Wilkinson spoke on being good stewards of taxpayer dollars.

Angel Yazbec-Evergreen Consulting-commented on most organizations evaluating on annual basis if COLA is necessary, separately assess if budget allows for a merit increase.

Mr. Murphy spoke on current methodology of using March CPI for any COLA; both are at discretion of commission.

Discussion regarding how many employees have been lost to larger cities; importance of core values as well; Finance board unanimously recommended; Mr. Murphy noted budget is in balance with recommendations in place.

Deputy Mayor Kurey stated study was something commission has been asking for; questioned final amount; Mr. Murphy clarified total impact is fully cost loaded with FICA as well as inclusive of increase for contract employees; considering moving from 3 to 5 year vesting of 401K for new employees; Deputy Mayor Kurey is in support.

Commissioner Shelly supports changing of vesting time and potentially percent match; Mayor Wilkinson interested in number of employees involved in 401K, agrees with 5-year vest; Mr. Murphy addressed question related to number of contract individuals.

Commissioner Chaney stated she will be voting on this, although she has a family member employed by the Town, but the decision does not effect the family member.

Commissioner Shelly moved approval for implementing the salary study range recommendations for exempt employees to be adjusted via the greater range penetration with a cap at midpoint, or up to the limit of merit and cost of living adjustments combined and, moved approval for implementing the salary study range recommendations for non-exempt and FOP bargaining employees to be adjusted via the greater of range penetration, or up to the limit of merit and cost of living adjustments combined. Seconded by Commissioner Nessler.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0212](#)

Resolution 2021-29 Establishing an LPGA Ad Hoc Committee

Mr. Murphy read Resolution by title only; stated committee consists of many of previous members; also addition of alternate member of Charles Hart. Commissioner Nessler to serve as advisor.

Commissioner Shelly moved approval of Resolution 2021-29. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

[21-0215](#)

Continuation of Discussion of Town Attorney Solicitation

Mr. Murphy spoke on previous direction to select a recruiter for town attorney; difficulties retaining a recruiter within cost constraints, suggests staff conduct solicitation but have a third party attorney providing knowledge and neutral view of candidates to avoid any concerns; Mr. Roper will review initial responses and provide recommendations, interviews will be conducted at a public meeting and firms will be short listed. Mr. Roper will do another evaluation and vet; significant saving vs recruiter option; seeking feedback from commission as how they would like to proceed; requested any

suggestions, comments or edits to be provided by Friday.

Commission consensus to utilize third party; alleviates issue of impropriety; request that Mr. Roper be available during interviews to provide recommendations throughout process.

STAFF REPORTS

Chief Rick Doyle-discussed staff changes; Pinellas County crime viewer now linked to PD webpage for citizens to view; spoke on Elsa and modified staging of officers, avoided having to pay overtime.

Nessler commended handling of incident on Gardenia; Chief Doyle spoke briefly on event as it is still currently under investigation.

Kevin Trapp-Recreation Supervisor-spoke on summer camp success; park staff is working hard; upcoming leagues.

Cathy DeKarz-spoke on upcoming LPGA Ad Hoc Committee meetings; post cards sent to residents noticing dates, print costs to be fully reimbursed by Outlyr; in planning process for next resident information guide, seeking feedback for guide by mid-August; thanked Ms. Rettstatt for help with fundraising and sponsors for guide.

Stefan Massol-Director of Support Services-announced new HR Coordinator is Janette Rawls, discussed her experience.

TOWN MANAGER'S REPORT

Mr. Murphy thanked BCF for the memorial for Mayor Katica; commented on mobilization for Pinellas/Ponce phase 3 and 4; sidewalk repairs being made, flashing lights for crosswalks soon to be installed; met with Carl roadway plan engineer and requested to include Shirley drainage elements in project, cost estimates will be provided, awaiting information from engineer.

Keith Bodeker-Construction Project Supervisor- stated he was hoping to have update with Carl cost estimates available by the August 3 meeting.

TOWN ATTORNEY'S REPORT

David Ottinger requested evaluation; spoke on catastrophe in Surfside and may be good to have a conversation with RPD regarding inspections. Mr. Murphy provided comments; monitoring situation; County Administrator looking to state building code.

Commissioner Shelly spoke on state laws; requiring inspections and reserves to avoid tragedies like this.

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

Deputy Mayor Kurey had nothing to report; thanked staff for all their work; requested water update.

Mr. Murphy spoke on meeting with Pinellas County and their company conducting a review/report; consultant spoke with county, no transfers for a negative value; may need

to provide a hard deadline if the county review period continues much longer. \$3.8 million dollars is our consultant's value; Largo has discussed using reclaimed for use of wells; many options still available to keep well field healthy for a little longer; ultimately getting a number from county would be best to provide all options to the commission.

Commissioner Shelly-City of Largo requested he join their affordable housing committee; no commissioners opposed.

Commissioner Nessler-Historic Preservation Board appointed new chair; spoke on his goal for board and community outreach opportunities.

Commissioner Chaney-Commended Commissioner Nessler; Park, Recreation & Tree Board met twice, spoke on support of members; praised resident Jim White for his advocacy with regarding the directional amplifier repeater issue; seeking bus stop update ahead of upcoming school year. Mr. Murphy reached out to superintendent with school board; will have more information in August.

Mayor Wilkinson spoke on Mr. White and his advocacy; Finance Board met, reviewed recycling. Mr. Murphy provided comments. Mayor Wilkinson thanked recreation staff; glad to see Shirley project; thanked Commissioner Chaney for her volunteer efforts, thanked BCF for Mayor Katica memorial.

OTHER BUSINESS

No further business.

ADJOURNMENT

Meeting adjourned in due form at 7:56 PM.

Commissioner Shelly moved to adjourn. Seconded by Commissioner Chaney.

Aye: 5 - Mayor Wilkinson, Deputy Mayor Kurey, Commissioner Shelly, Commissioner Chaney, and Commissioner Nessler

TOWN CLERK

APPROVED:

MAYOR