



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Town Commission

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Tuesday, December 16, 2025

5:30 PM

Town Hall

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Meeting called to order at 5:30 PM 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

### 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.

[25-0182](#) Second Reading of Ordinance 591 - Creating Section 74.88 Certified Recovery Residences

Nancy Meyer-Town Attorney-read Ordinance 591 into record by title only.

Gay Lancaster-Town Manager-stated the ordinance is required to be passed by the end of year; simplifies language for process for certified recovery residences.

Deputy Mayor Shelly would like to discuss reviewing next year with this and adding perhaps, not within 800 or 1,000 feet of any school and possibly ADA accessible.

**Deputy Mayor Shelly moved approval of Ordinance 591 on seconded and final reading. Seconded by Commissioner Kelly.**

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

[25-0183](#) Second Reading of Ordinance 592 - Amending Chapter 74 Home Based Businesses

Attorney Meyer read Ordinance 592 into the record by title only.

Ms. Lancaster stated this is a conformance requirement by the state; also adds home based food prep and sales.

No public comment.

**Deputy Mayor Shelly moved approval of Ordinance 392 on second and final reading. Seconded by Commissioner Kelly.**

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

[25-0188](#)

First Reading of Ordinance 593 Amending Chapter 75 Floodplain Management

Attorney Meyer read Ordinance 593 into the record by title only.

Ms. Lancaster noted this is required to maintain our CRS rating.

Deputy Mayor Shelly would like to revisit next year addressing ADUs.

**Deputy Mayor Shelly moved approval of Ordinance 593 on first reading. Seconded by Commissioner Kelly.**

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

[25-0189](#)

First Reading of Ordinance 594 Amending Chapter 66 Administrative and General Provisions (CRS)

Attorney Meyer read Ordinance 594 into the record by title only.

Ms. Lancaster stated this is a companion ordinance to the previous ordinance, adds the Planning and Zoning board and Special Magistrate to processes; deletes references to certain manufactures homes, and redefines market value, and permanent construction.

No public comment.

**Deputy Mayor Shelly moved approval of Ordinance 594 on first reading. Seconded by Commissioner Kelly.**

**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.)

None to be heard

## **CONSENT AGENDA**

[25-0187](#)

Approval of November 18, 2025 Regular Meeting Minutes

[25-0186](#)

Special Relief Permit Request - Soundcheck: Belleair Concert

**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****25-0184** Resolution 2025-26 Business Tax Receipts

Attorney Meyer read Resolution 2025-26 into the record by title only.

Ms. Lancaster stated that this adds food service as a cottage industry, as part of our business tax.

No public comment.

**Deputy Mayor Shelly moved approval of Resolution 2025-26. Seconded by Commissioner Kelly.**

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

**25-0185** Resolution 2025-27 Multi-Family Middle Market Tax Exemption Opt-Out

Attorney Meyer read Resolution 2025-27 into the record by title only.

Ms. Lancaster stated this is the opt out provision that many municipalities are passing concerning tax exemption; there are sufficient number of affordable housing units in the Tampa Bay area; able to opt out.

**Commissioner Kelly moved approval of Resolution 2025-27 for Multifamily Middle Market Tax Exemption Opt-out. Seconded by Commissioner Jennings.**

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

**25-0190** Legislative Priorities

Ashley Bernal-Assistant Town Manager-spoke to Florida League of Cities list of priorities.

Deputy Mayor Shelly stated this is the list from Florida League Cities, Suncoast League of Cities is still working on theirs.

Ms. Lancaster requested a motion if Commission wishes to support the legislative efforts.

**Deputy Mayor Shelly moved that the Town of Belleair support the Florida League of Cities priorities and adopt them as our 2026 legislative action. Seconded by Commissioner Jennings.**

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

**TOWN MANAGER'S REPORT**

Ms. Lancaster spoke on Rattlesnake/Belleair Creek, issue is ongoing, still looking into who has authority of maintaining; very expensive research to delve into, or meet with DEP, SWFWMD and determine what the Town is permitted to do regarding maintenance, have been cited; spoke to historical efforts, authority needs to be established before any more maintenance can be done; spoke on recreation departments upcoming concert on January 17th, 70's and

80's music.

Mayor Wilkinson looking forward to the concert, thanked the Recreation department for putting on the concert.

Ms. Lancaster stated the Doyle Park Christmas event is Saturday; continuing to move forward with Indian Rocks Road, will be at 90% plans; Eastleigh Dr. will have water lines replaced; building maintenance.

**TOWN ATTORNEY'S REPORT**

Attorney Meyer had nothing to report.

**MAYOR AND COMMISSIONERS' COMMENTS**

Commissioner Kelly thanked everyone for their efforts this year, wished everyone a Merry Christmas.

Commissioner Jennings had nothing to report.

Deputy Mayor Shelly would like to see legislative priorities added again and the Indian Rocks Rd. update, wished everyone happy holidays and Merry Christmas.

Commissioner Barris nothing to report.

Mayor Wilkinson commented on the holiday parade, commended employees and Bryan Doyle for earning Employee of the Year, Ms. Lancaster commended as well; spoke to upcoming Santa delivery; wished everyone happy holidays; thanked Commission and all employees.

**OTHER BUSINESS**

No other business.

**ADJOURNMENT**

No further business; meeting adjourned in due form at 5:50 PM.

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**TOWN CLERK**

**APPROVED:**

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**MAYOR**