



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Town Commission

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Tuesday, February 16, 2021

6:00 PM

Town Hall

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**Zoom Webinar ID: 883 6666 3552**

Meeting was called to order at 6:01 PM with Mayor Rettstatt presiding.

### PLEDGE OF ALLEGIANCE

### COMMISSIONER ROLL CALL

**Present:** 4 - Deputy Mayor Karla Rettstatt  
Commissioner Michael Wilkinson  
Commissioner Tom Shelly  
Commissioner Tom Kurey

**Absent:** 1 - Mayor Gary H. Katica

### 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 3 minutes to speak.)

No citizens comments

### CONSENT AGENDA

[21-0047](#) Approval of February 2, 2021 Regular Meeting Minutes

**Commissioner Wilkinson moved to approve the Consent Agenda. Seconded by Commissioner Shelly.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

**Absent:** 1 - Mayor Katica

### GENERAL AGENDA

[21-0044](#) Presentation of Belleair's Strategic Plan

JP Murphy - Town Manager - introduced Angela Crist from the USF Florida Institute of

Government.

Angela Crist spoke on background; highlighted the 6 main themes of process and top 5 priority objectives; presented document detailing process, forums, review and refinement of the vision and mission; shared data report next; spoke on progress report and ways to measure editable excel sheet for staff to use for tracking.

Mr. Murphy spoke on staff using document for planning; strategic progress report is a useful guide for timelines; plan to operationalize the planning and strategic plan by looking at 3-year segments and focus on strategies and set work plans; going through cycle each year; staff will use for budgeting process; commended everyone involved in process; if approved, will be published and made available in multiple formats.

Deputy Mayor Rettstatt thanked staff; pleased to have a guide to help move forward.

Commissioner Kurey commented on length of process; a lot of work was involved, thanked fellow commissioners, staff, residents, and town boards that were involved in process; ability to do a detailed review annually.

Commissioner Shelly thanked staff, everyone involved along with USF.

**Commissioner Shelly moved to approve the strategic plan and data report provided by the Florida Institute of Government. Seconded by Commissioner Kurey.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

**Absent:** 1 - Mayor Katica

#### [21-0041](#)

#### Discussion of Compensation Philosophy

Stefan Massol-Director of Support Services-discussed process; contractor was tasked with looking at where the Town of Belleair would want to be in relation to peers; multiple ways to achieve goals of attracting employees, retention and performance increases; salary structures; training.

Mr. Murphy stated consultants need guidance on total compensation and where they would like to be regarding market position; additionally feedback regarding pay classifications, benefits, etc.; ranges are behind.

Deputy Mayor Rettstatt spoke on importance of getting ranges in line with peers; questioned who is used for peers.

Mr. Murphy spoke on peers versus market; important to look at both but on a position basis; can choose sectors and services and be strategic in what areas they want to target

Deputy Mayor Rettstatt spoke on difficulty finding peers; different service level offered in Belleair; spoke on health care; need to review all strategically.

Commissioner Shelly would like to see flexibility in benefits where employees can use as see fit; importance of increase yearly, merit and when certifications are achieved.

Mr. Murphy commented on certification increases/salary enhancements; performance pay versus time (step plans).

It was the consensus of the Commission to include open range, merit, cola and performance/certifications.

Discussion ensued regarding turnover generally being in lower wage positions; current rate for positions; relative positions in market place; recommendations for attracting and retaining good people; flexibility for key positions; staff will have consultant provided 50 and 65% ranges and bring forward.

**Commissioner Shelly moved approval of tentative compensation philosophy consisting of the features as discussed. Seconded by Commissioner Wilkinson.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

**Absent:** 1 - Mayor Katica

[21-0034](#) Discussion of Teen Council Representation on Boards

Deputy Mayor Rettstatt spoke on origin of teen council; Mr. Murphy briefly commented on ability for minors to serve on board as long as there are not quasi-judicial roles.

Ricky Allison-Director of Parks, Recreation and Public Works-spoke on origin of Teen Council, teens looking to be involved; would like to offer them a next level of engagement on the Recreation Board; discussed proposed requirements, terms, eligibility, election procedure, etc.; spoke on a success story.

Mr. Murphy provided recommendation; discussion ensued regarding appointment process.

Mr. Allison stated he will bring forward to Recreation Board in March.

[21-0043](#) Acquisition of New Refuse Packer and Disposal of Other Assets

Mr. Murphy stated the Town needed a new garbage truck; he recommends purchasing off of Sheriff contract with a not to exceed price.

**Commissioner Shelly moved approval of the refuse truck purchase not to exceed \$160,000 from Tampa Crane and Body and disposal of old equipment. Seconded by Commissioner Wilkinson.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

**Absent:** 1 - Mayor Katica

[21-0046](#) Resolution 2021-04 Amending FY 2020-21 Budget

Mr. Murphy read Resolution 2021-04 into record by title; carry over and adjustment, no new dollars being spent; amends to purchase solid waste truck.

**Commissioner Shelly moved approval of Resolution 2021-04 amending FY 2020-21 Budget. Seconded by Commissioner Wilkinson.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

**Absent:** 1 - Mayor Katica

## **STAFF REPORTS**

Chief Doyle - nothing to report.

Ricky Allison-spoke on NPDES report; this year is 30th year of Tree City USA; upcoming race and movie nights; sports leagues beginning; anticipates race registration numbers to increase in the next few weeks; spoke on safety protocols.

Keith Bodeker - nothing to report.

Cathy DeKarz - nothing to report.

Stefan Massol stated intern Tess Ocean will be completing her time here soon, commended her work; good conversation with Enterprise fleet, more details soon; Mr. Murphy provided additional comments regarding fleet options; Spectrum services should be all converted and up by May.

### **TOWN MANAGER'S REPORT**

Mr. Murphy spoke on appropriations projects currently in both houses; HB 3507; will work on communications to send out to various representatives, for Indian Rocks Road project; met with Kessler Consulting regarding recycling study, better position to handle ourselves, further studies being worked up; spoke with Pinellas County should have numbers by 1st week of March regarding water; needs Commission approval regarding building hardening and closing area off between recreation and Town Hall and architectural engineering for single points of public entry to control ingress and egress - Commission consensus to move forward with items.

Deputy Mayor Rettstatt questioned cost from Duke for undergrounding; Mr. Murphy stated a representative will come to upcoming meeting to present information; additionally questioned if a representative from Largo Fire will be coming to review report; Mr. Murphy will have a presenter.

### **TOWN ATTORNEY'S REPORT**

David Ottinger - nothing to report.

### **MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS**

Commissioner Wilkinson-Recreation Board didn't meet; spoke on water situation; organizational chart and efficiency; thanked everyone for strategic plan.

Deputy Mayor Rettstatt-Planning and Zoning Board meeting; discussing sign ordinance; Mr. Murphy spoke briefly on no quorum in person at meeting, current ability regarding signs, wants to have a full board to discuss then will bring to Commission. Deputy Mayor Rettstatt requested March meeting.

Commissioner Shelly - boards didn't meet; thanked Rachel Hobbs regarding the Teen Council.

Commissioner Kurey- Infrastructure Board didn't meet; inquired as to who to address strategic plan questions to; Mr. Murphy addressed.

### **OTHER BUSINESS**

No other business

**ADJOURNMENT**

**Commissioner Shelly moved to adjourn. Seconded by Commissioner Shelly.**

**Aye:** 4 - Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and  
Commissioner Kurey

**Absent:** 1 - Mayor Katica

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**TOWN CLERK**

**APPROVED:**

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**DEPUTY MAYOR**