



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Agenda Finance Board

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Thursday, April 20, 2017

4:00 PM

Town Hall

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**Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.**

### ROLL CALL

### CITIZENS COMMENTS

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

### APPROVAL OF MINUTES

[17-0064](#) Approval of January 19, 2017 Meeting Minutes

Attachments: [Minutes-January 19, 2017](#)

### GENERAL AGENDA

[17-0083](#) Capital Project Funding Priorities

Attachments: [Plan 2](#)  
[Park estimates](#)

[17-0089](#) 2017 Budget Calendar

Attachments: [2017 Budget CALENDAR.docx](#)

### OTHER BUSINESS

### COMMISSION ADVISOR REPORT

### ADJOURNMENT

ANY PERSON WITH A DISABILITY REQUIRING REASONABLE ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING, SHOULD CALL (727) 588-3769 OR FAX A WRITTEN REQUEST TO (727) 588-3767.



## Legislation Details (With Text)

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**File #:** 17-0064      **Version:** 1      **Name:**

**Type:** Minutes      **Status:** Minutes Approval

**File created:** 3/24/2017      **In control:** Finance Board

**On agenda:** 4/20/2017      **Final action:**

**Title:** Approval of January 19, 2017 Meeting Minutes

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Minutes-January 19, 2017](#)

Date	Ver.	Action By	Action	Result
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# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Finance Board

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Thursday, January 19, 2017

4:00 PM

Town Hall

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**Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.**

Meeting called to order at 3:59 PM with Chairman Olson presiding.

### ROLL CALL

**Present** 5 - Chairman Tom Olson, Vice Chairman Dan Hartshorne, Ernest Whittle, John Prevas, and Mary Griffith

**Absent** 1 - Kevin Piccarreto

### SCHEDULED PUBLIC HEARING

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.

No items.

### CITIZENS COMMENTS

No comments to be heard.

### APPROVAL OF MINUTES

Approved

**Mr. Hartshorne made a motion to approve the minutes; seconded by Mr. Whittle.**

**Aye:** 5 - Chairman Olson, Vice Chairman Hartshorne, Whittle, Prevas, and Griffith

**Absent:** 2 - Lokey, and Piccarreto

1. [17-0011](#) Approval of December 15, 2016 Meeting Minutes

### GENERAL AGENDA

1. [17-0012](#) BBGC-3rd Quarter Report

Tyler Arnold-Director of Golf, Green Golf Partners-Discussed both 3rd and 4th quarter financials; detailed areas of revenue; percentages and KPIs discussed; marketing summary shows email and social media rate increased; weather was favorable during both quarters; multiple events scheduled; began offering golf boards and have attracted

new customers.

Board comments regarding potential sale and contracts; Mr. Arnold addressed questions related to fees and memberships.

2.        [17-0014](#)        BBGC 4th Quarter Financial Report.

Discussed in conjunction with above item.

3.        [17-0010](#)        Review of Vehicle Purchasing Plan

Micah Maxwell-Town Manager-Presented the new vehicle purchasing plan; shifting to a five year replacement plan; value and maintenance factors considered.

Dan Hartshorne-Vice Chairman-Inquired if there are wide variations in mileage between vehicles. Mr. Maxwell stated valuations at time of sale including where vehicles would be mileage wise were considered; depending upon vehicle, can be between 10,000-20,000 miles at five year mark.

JP Murphy-Assistant Town Manager-Commented on offset of engine hours; mileage may be low, but high engine hours.

## OTHER BUSINESS

Mr. Maxwell noted this is Micah Badana's last meeting; he has accepted a position in Colorado. Board members congratulated him and expressed their appreciation for his service.

Mr. Maxwell introduced Cathy DeKarz; she will be filling the other open Management Analyst position. Board members welcomed Cathy.

Tom Olson-Chairman-Inquired about the prepayment on the Infrastructure Loan and Penny for Pinellas.

Mr. Maxwell commented that staff has not conducted an analysis of the revenues yet.

Discussion ensued regarding Penny for Pinellas vote in the fall; current penny expires end of 2019; staff will have scenarios of revenue options available for upcoming meeting; cities and county will be working on public information strategy.

Mr. Murphy discussed the Infrastructure Loan; commented on prepayment penalty; potential for borrowing more money at current rates; able to bring in a consultant to discuss the market and current loan terms; staff will conduct analysis and review the revenues.

Board discussion ensued regarding potential borrowing; risk assessment; penny renewal.

## COMMISSION ADVISOR REPORT

No report.

**ADJOURNMENT**

No further business; meeting adjourned in due form at 4:33 PM.

**APPROVED:**

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**Chairman**



## Legislation Details (With Text)

**File #:** 17-0083      **Version:** 1      **Name:**  
**Type:** Discussion Items      **Status:** Agenda Ready  
**File created:** 4/12/2017      **In control:** Finance Board  
**On agenda:** 4/20/2017      **Final action:**  
**Title:** Capital Project Funding Priorities  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Plan 2](#)  
[Park estimates](#)

Date	Ver.	Action By	Action	Result
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### Summary

To: Finance Board  
From: JP Murphy  
Date: 4/12/2017

#### Subject:

Capital project funding priorities

#### Summary:

Discussion of the board's priorities as it relates to funding for drainage, streetlights, sidewalks, parks, and roadways.

**Previous Commission Action:** At the previous joint Infrastructure Board/Finance Board meeting, the group recommended plan number two, which was a hybrid model. The Infrastructure Board met on 4/3/17 and recommended that Hallett Park be moved to a priority within the next five years, subject to it not interfering with any hard and fast plans that have already been put in place, and priorities for the recommendation are safety, functionality and aesthetics.

**Background/Problem Discussion:** Staff and the boards have been working towards finalizing the priorities for the town moving forward, as it relates to infrastructure. As it stands the plan includes dollars for renovations in 17/18 for Magnolia and Wall parks, in 18/19 for Gainne and Pinellas parks, and in 23/24 for Rex Beach Park. Attached are estimates for cost for these parks and as you can see there are minor gaps between the plan and the estimates, but they are relatively small and not a concern to the long term financial costs to the town. Also it is important to know that the town has been approached by the BCF about supporting the renovation in Wall and Magnolia parks. For that reason, the town's portion of that project is estimated to be \$60,000 while the renovation as a whole will be closer to \$210,000. If the town chooses not to enter into a partnership for the project our expense would be closer to \$120,000. What has not been included in the capital plan is Hallett Park, along Bayview Drive. Staff has included an estimate for Bayview Drive of about \$300,000, based on the formula the town uses for estimating. Because this park is an outlier from our usual park renovations, staff would like some feedback from the Board as to where Hallett falls amongst the list of priorities. Should the

park be a priority for the next five years, staff would recommend that the infrastructure board recommend to the commission and finance board to identify alternative sources of funding for the park, rather than funding the park out of the capital projects fund. While the fund balance exists to use infrastructure dollars in that time frame, the fund would be very depleted. If the board believes this should be outside of the five year timeframe, staff would recommend that the board board recommend that it be re-evaluated in three years so that staff can provide an update on roadway conditions and priority scoring.

**Expenditure Challenges** See above

**Financial Implications:** See above

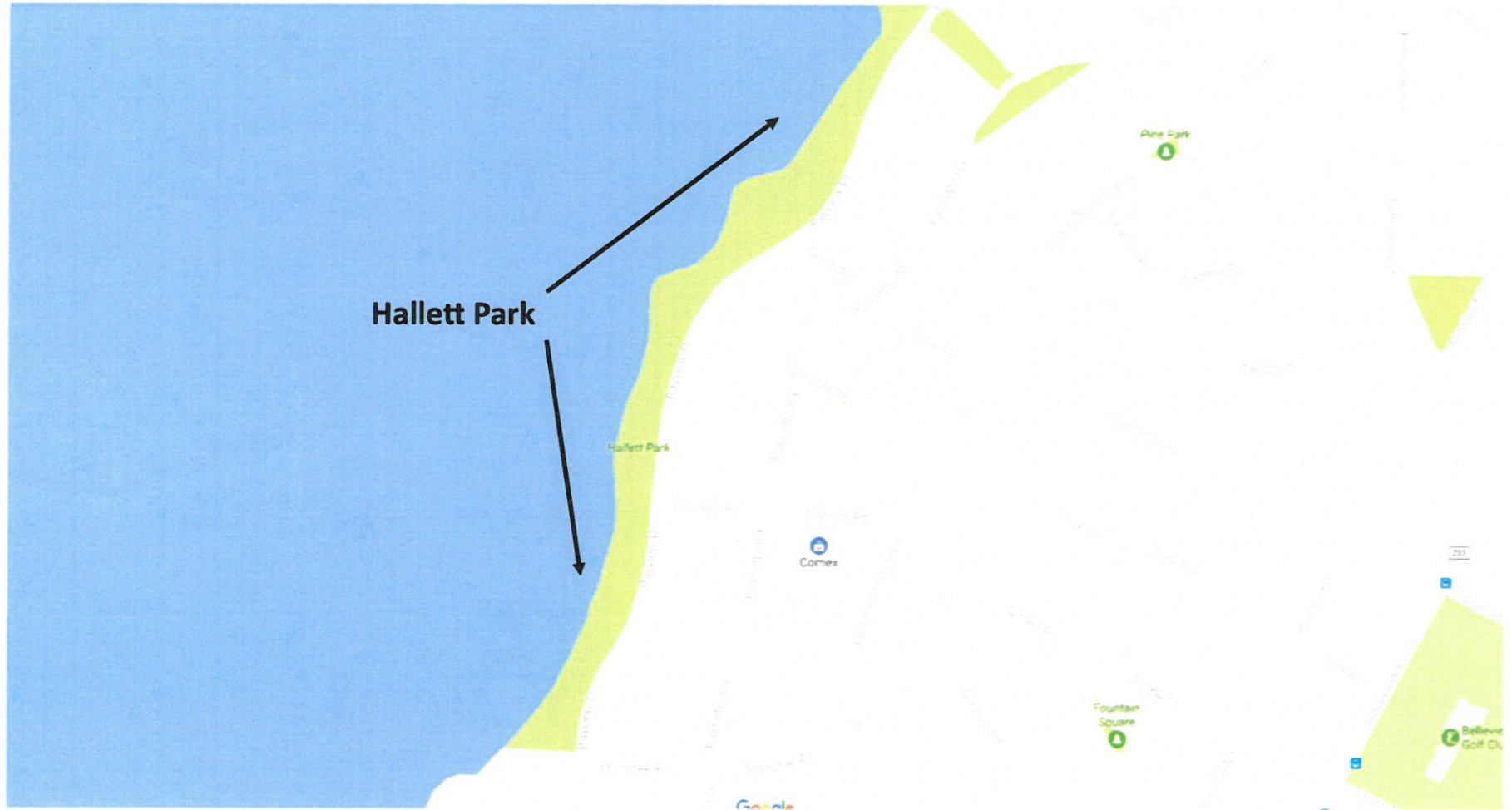
**Recommendation:** N/A

**Proposed Motion** N/A

Column2	Revenues	Budget 16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Infrastructure Mill	\$ 627,300	\$ 639,850	\$ 652,650	\$ 665,700	\$ 679,000	\$ 692,600	\$ 706,450	\$ 720,600	\$ 735,000	\$ 749,700
	Penny	\$ 455,000	\$ 464,100	\$ 473,400	\$ 482,850	\$ 492,500	\$ 502,350	\$ 512,400	\$ 522,650	\$ 533,100	\$ 543,750
	Electric Utility Tax	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
	Grant SWFWMD	\$ 1,609,800	\$ 550,000	\$ 580,000	\$ 580,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Stormwater Fee	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400
	Reserves Prior Years	\$ 2,552,600	\$ 984,650	\$ -	\$ -	\$ 9,100	\$ 646,275	\$ 179,160	\$ 182,488	\$ 455,150	\$ -
	Transfer From 110	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
	Transfer From 115	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000
	Totals	\$ 6,226,600	\$ 3,533,000	\$ 2,600,450	\$ 2,622,950	\$ 2,075,000	\$ 2,735,625	\$ 2,292,410	\$ 2,320,138	\$ 2,617,650	\$ 2,187,850
	Expenditures	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Capital Programs										
	Park Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
	Small Roadway Projects	\$ 130,000	\$ 178,000	\$ 205,500	\$ 216,500	\$ 242,500	\$ 247,500	\$ 247,500	\$ 268,100	\$ 273,600	\$ 283,600
	Street Light Replacement	\$ 50,000	\$ 250,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
	Capital Parks	\$ -	\$ 50,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -
Priority	Projects Years 1-5										
X	Pinellas/Ponce	\$ 1,650,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
X	Rosery Rd	\$ 2,219,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
X	Harold's Lake Cleanout	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -
14	Palmetto	\$ 445,000	\$ 445,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Carl	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Belforest	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Bayview Bridge to IRR	\$ -	\$ -	\$ 1,161,000	\$ 1,161,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16/13/8	Shirley/Varona/Sunny	\$ -	\$ -	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	IRR Poinsettia to Melenbacher	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14/13	Ponce from Roundabout to Trail	\$ -	\$ -	\$ -	\$ -	\$ 1,017,500	\$ 1,017,500	\$ -	\$ -	\$ -	\$ -
	Projects Years 6-10										
17/15	The Mall/Gardenia	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 680,625	\$ 680,625	\$ -	\$ -	\$ -
14*	Osceola East of IRR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 525,000	\$ 525,000	\$ -
12	IRR Bayview to Belleview	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 179,160	\$ -	\$ -	\$ -
12	Ponce from Manatee to Oleander	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,007,050	\$ 1,007,050
11/12	Wildwood/Woodlawn	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,488	\$ -	\$ -
12	IRR Hunter Bayview to Poinsettia	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Poinsettia	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ -
12	Osecola from Oleander to Manatee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Ponce from Manatee to Rosery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Expenses										
	Transfer to Reserves	\$ 682,000	\$ -	\$ 37,950	\$ 405,450	\$ -	\$ -	\$ 245,125	\$ 554,550		\$ 132,200
	BB&T Debt Service	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000
	GF Debt Service	\$ 135,000	\$ 120,000	\$ 100,000	\$ 75,000	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
	Totals	\$ 6,226,600	\$ 3,533,000	\$ 2,600,450	\$ 2,622,950	\$ 2,075,000	\$ 2,735,625	\$ 2,292,410	\$ 2,320,138	\$ 2,617,650	\$ 2,187,850
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Fund Balance	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
	Exp	\$ 5,544,600	\$ 3,533,000	\$ 2,562,500	\$ 2,217,500	\$ 2,075,000	\$ 2,735,625	\$ 2,047,285	\$ 1,765,588	\$ 2,617,650	\$ 2,055,650
	Rev	\$ 3,674,000	\$ 2,548,350	\$ 2,600,450	\$ 2,622,950	\$ 2,065,900	\$ 2,089,350	\$ 2,113,250	\$ 2,137,650	\$ 2,162,500	\$ 2,187,850
	Change in FB	\$ (1,870,600)	\$ (984,650)	\$ 37,950	\$ 405,450	\$ (9,100)	\$ (646,275)	\$ 65,965	\$ 372,062	\$ (455,150)	\$ 132,200
	Fund Balance	\$ 2,118,841	\$ 1,134,191	\$ 1,172,141	\$ 1,577,591	\$ 1,568,491	\$ 922,216	\$ 988,181	\$ 1,360,243	\$ 905,093	\$ 1,037,293



Column2	Revenues	26/27	27/28	28/29	29/30	30/31
	Infrastructure Mill	\$ 764,700	\$ 780,000	\$ 795,600	\$ 811,500	\$ 827,750
	Penny	\$ 554,650	\$ 565,750	\$ 577,050	\$ 588,600	\$ 600,350
	Electric Utility Tax	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
	Grant SWFWMD	\$ -	\$ -	\$ -	\$ -	\$ -
	Stormwater Fee	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400	\$ 337,400
	Reserves Prior Years	\$ -	\$ 247,975	\$ -	\$ 385,275	\$ -
	Transfer From 110	\$ 60,000	\$ 60,300	\$ 60,300	\$ 60,300	\$ 60,300
	Transfer From 115	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000	\$ 97,000
	Totals	\$ 2,213,750	\$ 2,488,425	\$ 2,267,350	\$ 2,680,075	\$ 2,322,800
	Expenditures	26/27	27/28	28/29	29/30	30/31
	Capital Programs					
	Park Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
	Small Roadway Projects	\$ 286,436	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Street Light Replacement	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
	Capital Parks	\$ -	\$ -	\$ -	\$ -	\$ -
Priority	Projects Years 1-5					
X	Pinellas/Ponce	\$ -	\$ -	\$ -	\$ -	\$ -
X	Rosery Rd	\$ -	\$ -	\$ -	\$ -	\$ -
X	Harold's Lake Cleanout	\$ -	\$ 175,000	\$ -	\$ -	\$ -
14	Palmetto	\$ -	\$ -	\$ -	\$ -	\$ -
14	Carl	\$ -	\$ -	\$ -	\$ -	\$ -
11	Belforest	\$ -	\$ -	\$ -	\$ -	\$ -
14	Bayview Bridge to IRR	\$ -	\$ -	\$ -	\$ -	\$ -
16/13/8	Shirley/Varona/Sunny	\$ -	\$ -	\$ -	\$ -	\$ -
12	IRR Poinsettia to Melenbacher	\$ -	\$ -	\$ -	\$ 767,000	\$ 767,000
14/13	Ponce from Roundabout to Trail	\$ -	\$ -	\$ -	\$ -	\$ -
	Projects Years 6-10					
17/15	The Mall/Gardenia	\$ -	\$ -	\$ -	\$ -	\$ -
14*	Osceola East of IRR	\$ -	\$ -	\$ -	\$ -	\$ -
12	IRR Bayview to Belleview	\$ -	\$ -	\$ -	\$ 676,000	\$ 676,000
12	Ponce from Manatee to Oleander	\$ -	\$ -	\$ -	\$ -	\$ -
11/12	Wildwood/Woodlawn	\$ -	\$ -	\$ -	\$ -	\$ -
12	IRR Hunter Bayview to Poinsettia	\$ 650,925	\$ 650,925	\$ -	\$ -	\$ -
12	Poinsettia	\$ -	\$ -	\$ -	\$ -	\$ -
12	Osecola from Oleander to Manatee	\$ -	\$ -	\$ 372,075	\$ 372,075	\$ -
11	Ponce from Manatee to Rosery	\$ -	\$ 797,500	\$ 797,500	\$ -	\$ -
	Other Expenses					
	Transfer to Reserves	\$ 511,389		\$ 232,775	\$ -	\$ 14,800
	BB&T Debt Service	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ 715,000
	GF Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
	Totals	\$ 2,213,750	\$ 2,488,425	\$ 2,267,350	\$ 2,680,075	\$ 2,322,800
	Fund Balance	26/27	27/28	28/29	29/30	30/31
	Exp	\$ 1,702,361	\$ 2,488,425	\$ 2,034,575	\$ 2,680,075	\$ 2,308,000
	Rev	\$ 2,213,750	\$ 2,240,450	\$ 2,267,350	\$ 2,294,800	\$ 2,322,800
	Change in FB	\$ 511,389	\$ (247,975)	\$ 232,775	\$ (385,275)	\$ 14,800
	Fund Balance	\$ 1,548,682	\$ 1,300,707	\$ 1,533,482	\$ 1,148,207	\$ 1,163,007



**Hallett Park**

**173873 sq. ft.**

Base Items	Est Cost	Sq ft price	Applicable sq ft	Notes	Standard
Demo	\$ 15,750	\$ -	137214	Tree and Shrub removals	\$5,000/ acre
Paving	\$ 104,324	\$ 6.00	17387.3	ADA Pathway	10% of sq ft
Sod	\$ 69,549	\$ 0.50	139098.4		70% of sq ft
Landscaping	\$ 27,820	\$ 0.80	34774.6		20% of sq ft
Irrigation	\$ 52,162	\$ 0.30	173873		100% of sq ft
Amentities	\$ 20,000			8 Benchs, 3 Trash Can, 2 Water Fountain, 3 Doggi Station, 2 Bike Rack	
Design	\$ 10,000				
<b>Base Total</b>	<b>\$ 299,605</b>				



**Pinellas Park**

**32234 sq. ft.**

**32234**

Base Items	Est Cost	Sq ft price	Applicable sq ft	Notes	Standard
Demo	\$ -	\$ -		Project will handle removal	
Paving	\$ 9,670	\$ 6.00	1611.7	ADA Pathway	5% of sq ft
Sod	\$ 14,183	\$ 0.80	17728.7		55% of sq ft
Landscaping	\$ 10,315	\$ 0.80	12893.6		40% of sq ft
Irrigation	\$ 9,670	\$ 0.30	32234		100% of sq ft
Amentities	\$ 6,500			3 Bench, 2 Trash Can, 2 Doggi Station, 1 Bike Rack	
<b>Base Total</b>	<b>\$ 50,338</b>				

**Gaienne Park**

**29664 sq. ft.**

**29664**

Base Items	Est Cost	Sq ft price	Applicable sq ft	Notes	Standard
Demo	\$ 4,500	\$ -		Tree and Shrub removals	
Paving	\$ 8,899	\$ 6.00	1483.2	ADA Pathway	5% of sq ft
Sod	\$ 13,052	\$ 0.80	16315.2		55% of sq ft
Landscaping	\$ 9,492	\$ 0.80	11865.6		40% of sq ft
Irrigation	\$ 8,899	\$ 0.30	29664		100% of sq ft
Amentities	\$ 6,500			3 Bench, 2 Trash Can, 2 Doggi Station, 1 Bike Rack	
<b>Base Total</b>	<b>\$ 51,343</b>				





**Rex Beach Park**

**25569 sq. ft.**

Base Items	Est Cost	Sq ft price	Applicable sq ft	Notes	Standard
Demo	\$ -	\$ -		Project will handle removal	
Paving	\$ 7,671	\$ 6.00	1278.45	ADA Pathway	5% of sq ft
Sod	\$ 10,228	\$ 0.80	12784.5		50% of sq ft
Landscaping	\$ 9,205	\$ 0.80	11506.05		45% of sq ft
Irrigation	\$ 7,671	\$ 0.30	25569		100% of sq ft
Amentities	\$ 5,000			3 Bench, 2 Trash Can, 1 Doggi Station, 1 Bike Rack	
<b>Base Total</b>	<b>\$ 39,774</b>				



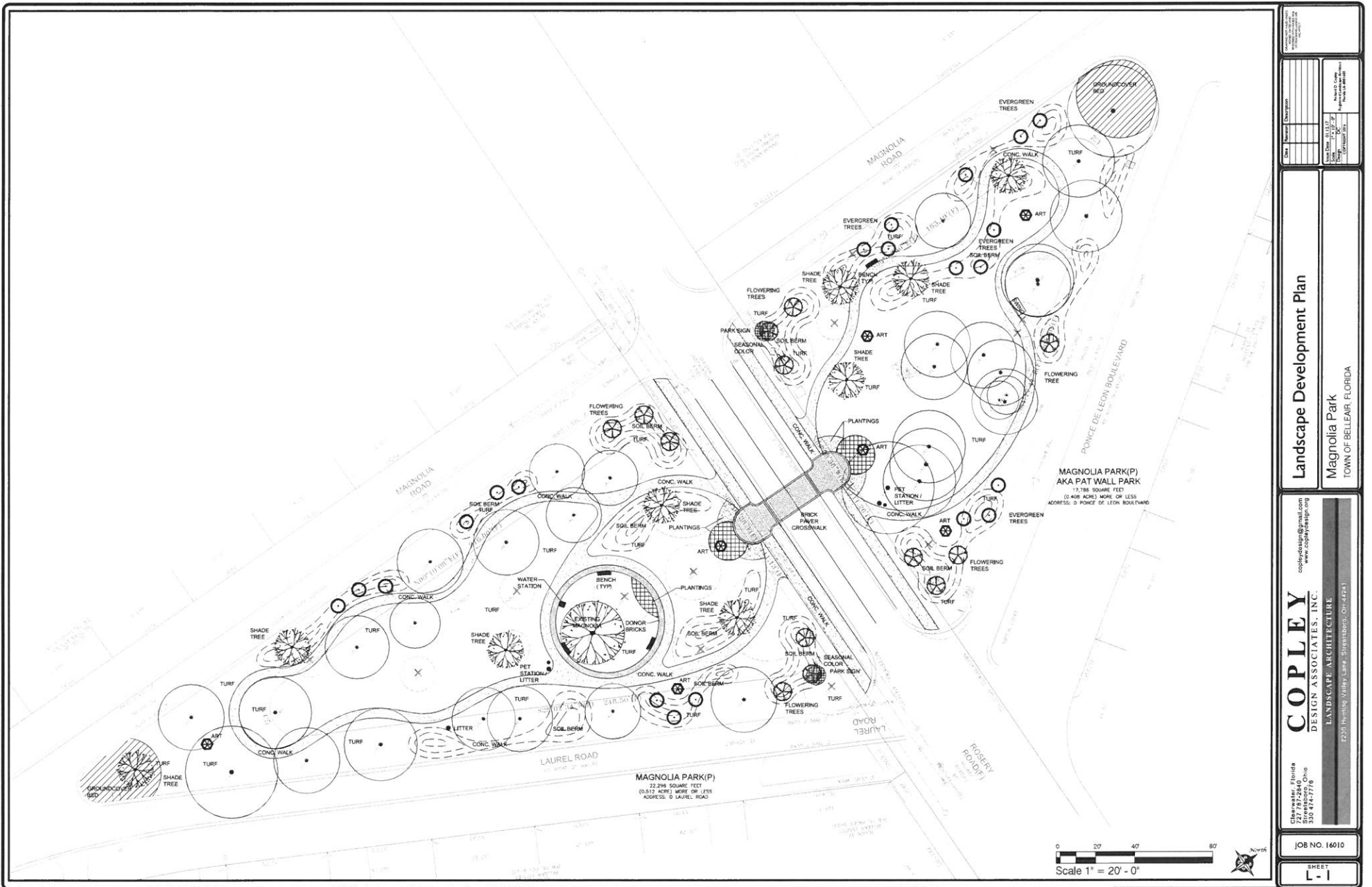


### Magnolia and Pat Wall Parks

Project Budget	Est Cost
Demo	\$ 14,750
Paving	\$ 30,600
Sod	\$ 17,500
Landscaping	\$ 28,370
Irrigation	\$ 19,500
Drinking Fountain (1)	\$ 4,500
Signs	\$ 10,000
Amentities	\$ 10,000
Public Art	\$ 35,000
Donor Paver Area	\$ 22,000
<b>Base Total</b>	<b>\$ 192,220</b>
Contingency (10%)	\$ 19,222
<b>Grand Total w/ contingency</b>	<b>\$ 211,442</b>

Town Portion (with contingency)	\$ 61,442
BCF Portion (with contingency)	\$ 150,000

<b>Town funding options</b>	
Tree Fund	\$ 23,500
Capital Projects	\$ 37,942





## Legislation Details (With Text)

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**File #:** 17-0089      **Version:** 1      **Name:**  
**Type:** Discussion Items      **Status:** Agenda Ready  
**File created:** 4/14/2017      **In control:** Finance Board  
**On agenda:** 4/20/2017      **Final action:**  
**Title:** 2017 Budget Calendar  
**Sponsors:** JP Murphy  
**Indexes:**  
**Code sections:**  
**Attachments:** [2017 Budget CALENDAR.pdf](#)

Date	Ver.	Action By	Action	Result
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### Summary

To: Finance Board  
From: JP Murphy  
Date: 4/14/2017

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**Subject:**

Budget Calendar for 2017 Budget Sessions

**Summary:**

Staff will briefly discuss the schedule for the upcoming budget sessions. Please bring your calendars to schedule meeting dates for June, July and August.

**Previous Commission Action:** N/A

**Background/Problem Discussion:** N/A

**Expenditure Challenges** N/A

**Financial Implications:** N/A

**Recommendation:** N/A

**Proposed Motion** N/A

## **2017 TAX ROLL / BUDGET / MILLAGE CALENDAR**

<u><b>DATE</b></u>	<u><b>ACTIVITY</b></u>	<u><b>REFERENCE</b></u>
<b>June 1</b>	<u>Property Appraiser</u> delivers <u>estimate of taxable value</u> to taxing authorities	200.065(7)
<b>July 1 (Sat.)</b>	<u>Property Appraiser</u> delivers <u>certification of taxable value</u> (DR-420) to taxing authorities. (If roll cert date is earlier, <u>July 1</u> will be used to determine time periods and deadlines. Fla. Stat. s. 200.065(12); Fla. Admin. Code r. 12D-17.003(2) & 12D-17.008.)	193.023(1) 200.065(1)
<b>Aug 4 (Fri.)</b>	<u>Taxing Authorities</u> notify Property Appraiser of proposed millage rate, date/time/place of 1st public budget hearing ( <u>return completed DR-420</u> )	200.065(2)(b)
<b>Aug 21 (Mon.)</b>	<u>Property Appraiser</u> mails <u>TRIM Notices</u>	200.065(2)(b)
<b>Sept 5<sup>th</sup></b>	<u>Belleair</u> holds <u>1st public hearing</u> to adopt a tentative budget and millage rate (between 65 and 80 days after certification, at least 10 days after TRIM mailing)	200.065(2)(c)
<b>Sept. 15th</b>	<u>Belleair</u> advertises intent to adopt a final budget and millage rate and final public hearing schedule (ad to appear within 15 days of adoption of tentative budget). <b><i>Check ad format/content carefully!</i></b>	200.065(2)(d) 200.065(3)
<b>Sept 19th</b>	<u>Belleair</u> holds <u>final public hearing</u> to adopt final budget and millage rate (between 2 & 5 days after ad appears)	200.065(2)(d)
<b>Sept 21st</b>	<u>Taxing Authorities</u> forward millage rate to Property Appraiser, Tax Collector, & DOR (within 3 days after adoption of resolution or ordinance)	200.065(4)
<b>Sept 12 (Tues.)</b>	<i>School Board budget hearing</i>	200.065(2)
<b>Sept 14 (Thur.)</b>	<i>Pinellas County BCC budget hearing</i>	200.065(2)
<b>Sept 15 (Fri.)</b>	Deadline for <u>taxpayers</u> to file a petition with the Value Adjustment Board (within 25 days after TRIM mailing)	194.011(3)(d)
<b>Sept 26 (Tues.)</b>	<i>Pinellas County BCC budget hearing (final)</i>	200.065(2)
<b>Oct 2 (Mon.)</b>	<u>Property Appraiser</u> delivers <u>DR-422</u> to taxing authorities	200.065(6)
<b>Oct 3 (Tues.)</b>	Tentative - Value Adjustment Board meets for first certification of tax rolls	193.122(1)
<b>Oct 5 (Thurs.)</b>	<u>Taxing Authorities</u> <u>return completed DR-422</u> , millage rate is adjusted if an option	200.065(6)
<b>Oct 6 (Fri.)</b>	<u>Property Appraiser</u> extends roll to Tax Collector	
<b>Mid Oct (TBD)</b>	<u>Value Adjustment Board</u> hearings begin	194.032(1)(a),(c)
<b>Oct 18<sup>th</sup></b>	<u>Taxing Authorities</u> certify <u>compliance to DOR</u> (not later than 30 days after adoption of ordinance or resolution establishing final budget and millage rate)	200.068
<b>Oct 31 (Tues.)</b>	<u>Tax Collector</u> mails <u>tax bills</u>	197.322(3)
<b>TBD</b>	<u>Value Adjustment Board</u> meets for <u>second certification</u> of tax rolls	193.122(3)

Note on the calculation of time: Fla. Admin. Code r. 12D-17.008 instructs us to include July 1 (the certification date) when calculating dates on the tax roll calendar. The rule also states that the last day of the period shall be included even if it is a weekend day or holiday. If a statutory date lands on a weekend, the weekend date is listed on this calendar. Please keep this in mind as you coordinate your schedule for the budget year. If you have any questions or concerns, please contact the Property Appraiser's office.

12-19-2016