



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Finance Board

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Thursday, July 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.**

Meeting called to order at 4:00 PM with Chairman Olson presiding.

### ROLL CALL

**Present** 6 - Chairman Tom Olson, Vice Chairman Dan Hartshorne, Ernest Whittle, John Prevas, Kevin Piccarreto, and John Hail  
**Absent** 1 - Mary Griffith

*Elected Officials Present: Mayor Gary Katica, Deputy Mayor Karla Rettstatt, Commissioner Tom Shelly.*

*Staff Members Present: JP Murphy, Ashley Bernal, Keith Bodeker, Cathy DeKarz, Doug Speta*

### CITIZENS COMMENTS

No comments to be heard.

### APPROVAL OF MINUTES

[17-0140](#) Approval of June 15, 2017 Meeting Minutes

**Mr. Whittel moved approval; seconded by Mr. Prevas.**

**Aye:** 6 - Chairman Olson, Vice Chairman Hartshorne, Whittle, Prevas, Piccarreto, and Hail

**Absent:** 1 - Griffith

### GENERAL AGENDA

[17-0142](#) Election of Officers

**Mr. Prevas moved to nominate Tom Olson for Chairman; seconded by Mr. Whittle.**

**Aye:** 6 - Chairman Olson, Vice Chairman Hartshorne, Whittle, Prevas, Piccarreto, and Hail

**Absent:** 1 - Griffith

**Mr. Prevas nominated Dan Hartshorne as Vice Chairman; seconded by Mr. Whittle.**

**Aye:** 6 - Chairman Olson, Vice Chairman Hartshorne, Whittle, Prevas, Piccarreto, and Hail

**Absent:** 1 - Griffith

[17-0169](#)

Presentation by ABM regarding energy, mechanical and capital savings program.  
(Energy Performance Contracting)

JP Murphy-Town Manager-Staff evaluating energy savings and looking for efficiencies; value in looking into prior to beginning budget year for potential savings.

Rob Duncan-ABM Solutions-Presentation identified national trends relating to small cities; company specializes in cost savings related to facility operation and maintenance; photos of areas where upgrades would be beneficial were presented.

Mr. Prevas questioned current staff resources; Mr Murphy stated there are no dedicated building facilities staff.

Mr. Duncan addressed questions regarding continued savings over the years; guaranteed savings required by state statute; will assist with RFP process for financing.

Discussions ensued regarding financing; 15 year contract; options to take on project without financing; contacting other cities in contract with ABM; value of having a single vendor to eliminate delays.

Dan Kline-Vice President and General Manager of ABM operations in central Florida-Provided information on company; primarily a service company; engineer, install and manage projects. Addressed questions from the board related to assistance after installation and other clients.

Discussions ensued regarding savings guarantee; new technologies; guarantee protection of funding source; minimal staff impact as most is outsourced currently; length of contract and savings as well as knowing contingencies.

Mr. Murphy commented on measurement and verification period; Mr. Duncan provided comments regarding continued reporting and evaluation.

**Recommendation to the Commission to proceed with the contract with AMB.**

**Mr. Prevas moved to recommend; seconded by Mr. Whittle.**

**Aye:** 6 - Chairman Olson, Vice Chairman Hartshorne, Whittle, Prevas, Piccarreto, and Hail

**Absent:** 1 - Griffith

17-0168

## Discussion of 2017-2018 Fiscal year budget

Mr. Murphy introduced Doug Speta-Assistant Finance Director; Mr. Speta spoke briefly to the board. Cathy DeKarz-Management Analyst and Ashley Bernal were also introduced to the board.

Mr. Murphy discussed past practice of interfund transfers; one time dollars to be spent on one time expenses; golf course revenue funds go away; proposes not spending sale proceeds until after November election.

Discussion ensued regarding upcoming election; ability to do longer term forecasting afterwards; plan two expenditures are set as projected.

Mr. Murphy addressed questions regarding potential uses of funds from golf course; commented further on fund transfers and single one time purchases.

Mr. Murphy provided summary of revenues and related increases; discussed expenditures and capital equipment replacements; commented on salaries and shift differential relating to fully staffed police department; addressed questions related to building permitting and inspections;

Mr. Olson requested an organizational chart for the next meeting to identify departments and responsibilities; commented on budget control regarding departmental changes.

Comments made regarding police being fully staffed; FOP is union and contracts are three years; future increases should be minor.

Mr. Piccarreto left the meeting at 5:37 PM

Mr. Murphy continued summary of budget; highlighted key points in each department in the general fund; stated next step is for Commission to set MMP; available for questions.

**OTHER BUSINESS**

No other business.

**COMMISSION ADVISOR REPORT**

Mayor Katica commented on ABM presentation and guarantee.

Board comments were made regarding guarantee and potential contingencies; Mr. Murphy will provided contract from Temple Terrace for reveiw.

**ADJOURNMENT**

No further business; meeting adjourned in due form at 5:55 PM.

**APPROVED:**

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**Chairman**