



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Town Commission

Tuesday, October 2, 2018

6:00 PM

Town Hall

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

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

Present: 5 - Mayor Gary H. Katica
Deputy Mayor Karla Rettstatt
Commissioner Michael Wilkinson
Commissioner Tom Shelly
Commissioner Tom Kurey

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.

No items to be heard.

CITIZENS COMMENTS

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

None to be heard.

CONSENT AGENDA

Approval of Consent Agenda

JP Murphy-Town Manager-Stated there was an amendment to the minutes to be approved under the consent agenda; Commissioner Kurey requested amendment/clarification to the minutes regarding his discussion; no objections.

Deputy Mayor Rettstatt moved approval of the consent agenda as amended; seconded by Commissioner Wilkinson.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

- [18-0209](#) Red Ribbon Week Proclamation
(approved as part of consent agenda)
- [18-0280](#) Proclaiming October as Domestic Violence Awareness Month
(approved as part of consent agenda)
- [18-0277](#) Approval of September 18, 2018 Regular Meeting Minutes
(approved-as amended-as part of consent agenda)
- [18-0205](#) Notice of Banner Approvals
(approved as part of consent agenda)

GENERAL AGENDA

- [18-0275](#) Resolution 2018-39 Amending budget for 2017-18
- Stefan Massol-Director of Support Services-Discussed budget amendments to finish FY 17/18; related to grants from an insurance carrier, pursuing gym improvements, upgrading network equipment,t and AEDs; event proceeds affected recreation department balance; stated a matching grant was received for \$5,000 to cover half of the \$10,000 of tree planning.
- Mr. Massol spoke about donations of \$115,000 from BCF towards improvements for Magnolia Park, an additional portion specific to statues putting a total contribution of over \$200,000; Mr. JP Murphy spoke on the shift in total cost originally being around \$211,000 at a previous meeting, which included the art work, however it was donated in-kind.
- Commissioner Shelly moved approval of Resolution 2018-39 Amending budget for FY 2017-18. Motion seconded by Deputy Mayor Rettstatt.**
- Aye:** 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey
- [18-0276](#) Acceptance of Comprehensive Annual Financial Report for Fiscal Year ended 2017
- Mr. Massol spoke on analyzes conducted during audit in order to produce the Comprehensive Annual Financial Report; briefly reviewed the various sections of report; net position of the Town has increase by \$1.86 million; spoke about general fund balance.
- Discussion ensued regarding FEMA funding; no final word on funds to be reimbursed by FEMA. Mr. Murphy commented on importance of reserve balances as emergency situations cannot be planned for; not relying on FEMA reimbursement to balance budget; spoke about fund balances.
- Commissioner Kurey inquired as to the history of the unassigned fund balance and asked if it was in the CAFR; stated that auditor had concerns about the unassigned fund

balance falling. Mr. Murphy stated that the CAFR shows the changes in fund balances; Mr. Massol stated the CAFR also shows the historical balance.

David Ottinger-Town Attorney-Spoke on the City of South Pasadena, which has a certain amount saved for operations in the event of a catastrophe; stated he does not believe the Town has ever held that discussion.

Further discussion ensued regarding the amount to be received from FEMA; regarding future costs for cleanup after a storm.

Commissioner Shelly moved Acceptance of Comprehensive Annual Financial Report for Fiscal Year ended 2017. Motion seconded by Deputy Mayor Rettstatt.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

[18-0281](#)

Resolution 2018-41 Town Audit Committee

Mr. Murphy spoke on the state of the audit agreement, which did not extend past one year; Town is going to bid to be in compliance with state regulations; discussed committee membership and duties; an auditing firm will be recommended to commission; stated that the next contract would be at 5-year term with renewable terms stated in the engagement letter.

Commissioner Kurey volunteered to be on the audit committee for the Commission. Mr. Murphy stated that Mr. Dan Hartshorne, member of the Finance Board was nominated, in addition to Tom Olson, Chairman of the Finance Board.

Commissioner Wilkinson moved to have Commissioner Kurey, Dan Hartshorne, Tom Olson, JP Murphy and Stephan Massol to the audit committee. Motion second by Deputy Mayor Rettstatt.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

[18-0278](#)

Review of RFP for External Auditing Services

Mr. Murphy stated the RFP was attached to the packet; it could be passed along to the Audit Committee if there were no questions; no motion is required.

Mr. Ottinger discussed requirement of individuals having "x" amount of years of experience; the commission also agreed.

[18-0282](#)

Resolution 2018-42: Renaming Magnolia Park

Mr. Murphy stated that Resolution 2018-42: Renaming of Magnolia Park was online, but was not in the packet; stated that it would need to be added to the agenda.

Commissioner Shelly moved to put Resolution 2018-42: Renaming Magnolia Park on tonight's agenda. Motion seconded by Deputy Mayor Rettstatt.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

Mr. Murphy spoke about the past history regarding the naming of Magnolia Park; stated that the BCF had requested that the park be renamed as Doyle Park; stated that staff was commending approval.

Deputy Mayor Rettstatt confirmed that the Doyle family wishes to name the park Doyle Park.

Deputy Mayor Rettstatt moved approval of Resolution 2018-42: Renaming Magnolia Park to Doyle Park. Motion seconded by Commissioner Wilkinson.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly, and Commissioner Kurey

POLICE CHIEF'S REPORT

Chief Sohl discussed various incidents throughout Town; Officer Bowers helped apprehend a woman after Largo PD set up a perimeter along the Pinellas Trail; call of a suspicious vehicle was identified as stolen, driver had a criminal record and was apprehended.

TOWN MANAGER'S REPORT

Mr. Murphy stated the November 6th meeting falls on Election day; typical protocol would be to move the meeting to the following day; consensus of the commission to change meeting date to Wednesday, November 7th. Announced Cathy DeKarz is September Employee of the Month for compiling information for the resident guides and coordinating delivering; MSN Money reported that the Town of Belleair is #28 on "Best small towns for retirees in America" list; teen council creating a video for Florida League of Cities' City Week.

TOWN ATTORNEY'S REPORT

No report given.

MAYOR AND COMMISSIONERS' REPORT/BOARD AND COMMITTEE REPORTS

Commissioner Wilkinson-Recreation Board did not meet; flag football was in full swing as well as basketball.

Deputy Mayor Rettstatt-Dedication of Doyle/Wall/Magnolia park on October 12, most of the art has been delivered; commented on upcoming veterans' event.

Commissioner Shelly-Park and Tree board did not meet.

Commissioner Kurey-Infrastructure Board meeting had been cancelled.

OTHER BUSINESS

No other business to be heard.

ADJOURNMENT

No further business; meeting was adjourned in due form at 6:38 PM.

Commissioner Shelly moved to adjourn the meeting; Motion seconded by Commissioner Shelly.

Aye: 5 - Mayor Katica, Deputy Mayor Rettstatt, Commissioner Wilkinson, Commissioner Shelly,
and Commissioner Kurey

TOWN CLERK

APPROVED:

MAYOR