



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Town Commission

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Tuesday, February 13, 2024

6:00 PM

Town Hall

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Meeting was called to order at 6:00 PM with Mayor Wilkinson presiding.

### PLEDGE OF ALLEGIANCE

### COMMISSIONER ROLL CALL

**Present:** 4 - Mayor Michael Wilkinson  
Commissioner Coleen Chaney  
Commissioner Patricia Barris  
Commissioner Thomas Kelly

**Excused:** 1 - Deputy Mayor Tom Shelly

### PROCLAMATIONS AND PRESENTATIONS

[24-0024](#)

Proclaiming February as Teen Dating Violence Awareness and Prevention Month

Mayor Wilkinson read the proclamation into the record; introduced John Long from Hope Villages of America.

John Long-Hope Villages of America-thanked the Commission for the opportunity to speak on issue and awareness to teen dating violence; encourages parents to be educated on issue and be involved.

[24-0008](#)

2024 Arbor Day Proclamation

Mayor Wilkinson read the proclamation into the record; requested staff to come forward.

Kelly Flowers-Bonefas - Interim Director of Parks and Recreation, and Ryan Womack-Parks Supervisor, accepted proclamation.

### 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.

[24-0022](#)

Request for Rezoning of 843 Indian Rocks Rd **\*\*WITHDRAWN BY APPLICANT\*\***

Mayor Wilkinson announced request had been withdrawn.

[24-0023](#)

First Reading of Ordinance 571 Amending Appendix B - Schedule of Fees

Thomas Trask-Town Attorney-read Ordinance 571 into the record by title only on first reading.

Gay Lancaster-Town Manager-spoke on purpose of updates; update of fees; catch up of items already in place.

**Commissioner Chaney moved approval of Ordinance 571 amending Appendix B - Schedule of fees on first reading. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

### **CITIZENS COMMENTS**

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

Jim White-resident-thanked Commission for attendance at RPD meetings; thanked Rob in building department and inspector for assistance with an issue.

### **CONSENT AGENDA**

**Commissioner Chaney moved approval of the Consent Agenda. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

[24-0027](#)

Approval of January 9,2024 Regular Meeting Minutes and January 16, 2024 Special Meeting Minutes

[24-0026](#)

Special Relief Permit - Belleair's 2024 Sunset 5k and Fun Run

[24-0025](#)

Special Relief Permit - BCF Rumble 4 Car Show

Mayor Wilkinson stated the BCF has canceled the event, everything else on the consent agenda is accurate.

### **GENERAL AGENDA**

[24-0017](#)

Resolution 2024-04 Amending Resolution 2021-10 Composition of Park, Recreation and Tree Board

Mr. Trask read Resolution 2024-04 into the record by title only.

Ms. Lancaster stated this follows on recommendation of going to 5 member boards.

**Commissioner Chaney moved to approval Resolution No. 2024-04 amending Resolution No. 2021-10 Composition of Park, Recreation and Tree Board. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

[24-0018](#)

Resolution 2024-05 Appointing Member to the Finance Board

Mr. Trask read Resolution 2024-05 into the record by title only.

Ms. Lancaster stated Patrick Maguire had resigned, this would be replacing him.

Mayor Wilkinson stated Mr. Kurey expressed interest in serving on board.

Commissioner Chaney questioned process in selecting; suggested appointment is premature.

**Commissioner Barris moved to appoint Tom Kurey. Seconded by Thomas Kelly.**

**Aye:** 3 - Mayor Wilkinson, Commissioner Barris, and Commissioner Kelly

**Nay:** 1 - Commissioner Chaney

**Absent:** 1 - Deputy Mayor Shelly

[24-0021](#)

Resolution 2024-06 Designation of Authorized Signers - Truist Bank

Mr. Trask read Resolution 2024-06 into the record by title only.

Ms. Lancaster stated that Truist has requested a new signature page, seeking a blanket resolution in future.

**Commissioner Chaney moved approval of Resolution 2024-06 Designation of Authorized Signers. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

[24-0019](#)

Investment Schedule - 1st Quarter FY 23/24

Ms. Lancaster stated earnings have gone up this quarter; Tina is available for questions.

**Commissioner Chaney moved to accept the investment Schedule as presented for the 1st quarter fiscal year end 9/30/24. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

[24-0020](#)

Budget Calendar, Guide and Glossary FY 2024/2025

Tina Porter-Finance Director-spoke on processes in finance department; calendar provides dates for meetings; glossary and guide provides an idea of process.

[24-0029](#)

Approval of POs greater than \$30,000 FYE 9-30-24

Ms. Porter stated purchasing ordinance requires approval of purchases over \$30,000;

items on list include QRC for interconnect, Aclarian, and McKim and Creed.

**Commissioner Chaney moved approval of the list of purchase orders over \$30,000. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

24-0030 Removal of Assets from Accounting Records

Ms. Lancaster stated request is straightforward; number of asset items valued less than \$5,000; list hasn't been updated in a while.

**Commissioner Kelly moved for the removal of assets from the accounting records. Seconded by Commissioner Barris.**

**Aye:** 4 - Mayor Wilkinson, Commissioner Chaney, Commissioner Barris, and Commissioner Kelly

**Absent:** 1 - Deputy Mayor Shelly

**TOWN MANAGER'S REPORT**

24-0031 Town Manger's Report

Ms. Lancaster stated work has begun on Carl and Shirley roadway projects; Rec leagues are starting up; Annual Sunset 5K run to be held on March 2nd; Rumble has been canceled; Wildwood Park is near completion, most of the work has been done in-house; new palm tree at entrance.

**TOWN ATTORNEY'S REPORT**

Nothing to report

**MAYOR AND COMMISSIONERS' COMMENTS**

Commissioner Barris had no comments; happy Valentines Day.

Commissioner Chaney commended Ms. Porter on her professionalism and great work.

Commissioner Kelly had nothing to report.

Mayor Wilkinson spoke on St. Paul visit; thanked staff.

**OTHER BUSINESS**

No other business

**ADJOURNMENT**

No further business; Meeting adjourned in due form at 6:24 PM.

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**TOWN CLERK**

**APPROVED:**

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**MAYOR**