



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Town Commission

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Friday, October 4, 2024

1:00 PM

Town Hall

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### **AMENDED MEETING NOTICE - Rescheduled from 10/08/2024**

Meeting called to order at 1:00 PM with Mayor Wilkinson presiding. Spoke on potential storms and reason for having meeting today.

### **PLEDGE OF ALLEGIANCE**

### **COMMISSIONER ROLL CALL**

**Present:** 5 - Mayor Michael Wilkinson  
Deputy Mayor Tom Shelly  
Commissioner Patricia Barris  
Commissioner Thomas Kelly  
Commissioner Todd Jennings

### **PROCLAMATIONS AND PRESENTATIONS**

[24-0202](#) Proclaiming October as Domestic Violence Awareness Month

Mayor Wilkinson read proclamation.

John - Hope Villages of America- accepted proclamation, thanked Town; spoke on organization's efforts.

### **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 to speak once for a maximum of 3 minutes.)

No comments

### **CONSENT AGENDA**

[24-0201](#) Approval of September 4, 2024 and September 17, 2024 Meeting Minutes - Budget Hearings

[24-0199](#) Special Relief Permit Request - 2024 Halloween Bash

[24-0200](#) Special Relief Permit Request - Clearwater Marine Aquarium Event

**Deputy Mayor Shelly moved approval of the Consent Agenda. Seconded by Commissioner Barris.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

## **GENERAL AGENDA**

[24-0209](#) Confirmation of Ashley Bernal as Assistant Town Manager

Gay Lancaster-Town Manager-spoke on title, confusion, with duties. Recommended that her title be changed to Assistant Town Manager.

**Deputy Mayor Shelly moved to confirm the Town Manager's appointment of Ashley Bernal as Assistant Town Manager. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0210](#) Confirmation of Nanette Freeman as Interim Human Resources and Finance Director

Ms. Lancaster acknowledged Amy Lockart's expertise and contributions, wishes her well at Indian Shores, this is her last meeting. Given Amy's departure, recommends Nanette Freeman be appointed as interim Human Resource and Finance Director based on her administrative and government background; Aclarain will continue to provide resources as necessary; important to have someone over that area in the mean time.

**Deputy Mayor Shelly moved to confirm the Town Manager's appointment of Nanette Freeman as interim Human Resources and Finance Director. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0205](#) Resolution 2024-28, Budget Amendment for FY 2023-24

Attorney Thomas Trask read Resolution 2024-28 into record by title only.

Amy Lockhart-Interim Finance Director-noted another budget amendment is forthcoming; spoke on amendments to the general fund, transportation impact fund, tree replacement fund, and the AARPA fund.

**Deputy Mayor Shelly moved approval of Resolution 2024-28 amending the fiscal year 2023-2024 annual budget. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0204](#) Approval of POs greater than \$30,000 - FY2024

Ms. Lancaster spoke on expenditures needing approval that exceed \$30,000 by requirement.

**Deputy Mayor Shelly moved approval of the list of purchase orders over \$30,000. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0193](#) Removal of Assets from Accounting Records

Ms. Lockhart introduced Bryan Doyle, Fleet and Asset Coordinator; spoke on evaluation of assets, condition, identified sold and disposed of items.

Mayor Wilkinson thanked Amy Lockhart for all of the hard work she has done and wished her all the best.

**Deputy Mayor Shelly moved approval to remove the list of items from the Town's Capital Asset records. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0208](#) Discussion of Permit Fees in Response to Hurricane Helene

Ashley Bernal-Assistant Town Manager-provided update on storm response; waiver of fees; substantial damage to property on the fingers and some inland; requests ability to wave the demolition fees.

Deputy Mayor Shelly asked if any homes outside of evacuation zone A were flooded.

**Deputy Mayor Shelly moved approval of a temporary waiver of demolition and new construction building permit fees for properties in evacuation zone A which were inundated by the surge from hurricane Helene for project values up to \$500,000 and that waiver will expire on January 2nd, 2025 unless extended. Seconded by Commissioner Kelly.**

**Aye:** 5 - Mayor Wilkinson, Deputy Mayor Shelly, Commissioner Barris, Commissioner Kelly, and Commissioner Jennings

[24-0207](#) Commission Meeting Schedule

Ms. Lancaster spoke on request from Deputy Mayor Shelly to change time of meetings; would like to get a consensus from the Commission and place the item on the agenda for 10/23; suggested 5:30 time would also be helpful to staff.

Deputy Mayor Shelly would like to see the change to 5:30 pm, unless it causes problems with others on the Commission.

Consensus of the Commission to have the item on the agenda for the 23rd.

## **TOWN MANAGER'S REPORT**

Ms. Lancaster commended staff for all of the amazing work done; stepping up and providing support.

## **TOWN ATTORNEY'S REPORT**

Attorney Trask had nothing to report.

**MAYOR AND COMMISSIONERS' COMMENTS**

Commissioner Kelly thanked staff and Gay Lancaster.

Commissioner Jennings echoed prior comments and those putting the Town first.

Deputy Mayor Shelly appreciated everyone's extra efforts to help our citizens.

Commissioner Barris echoed prior comments and was sorry for all losses; congrats to Ashley and Nanette and thanked Amy for getting through the budget season.

Mayor Wilkinson echoed all comments; thanked the staff and Commissioners.

**OTHER BUSINESS**

No other business

**ADJOURNMENT**

No further business; meeting adjourned in due form at 1:20 PM.

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**TOWN CLERK**

**APPROVED:**

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**MAYOR**