

**AGENDA
TOWN OF BELLEAIR
FEBRUARY 18, 2014
6:30 PM**

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.

PLEDGE OF ALLEGIANCE

COMMISSIONER ROLL CALL

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.

1. **Second And Final Reading - Ordinance No. 494- Approval Of Lease For The Belleview Biltmore Golf Club**

Documents: [GOLF LEASE SUMMARY COMMISSION.PDF](#), [494 - ORDINANCE FOR LEASE OF GOLF COURSE.PDF](#)

2. **Request For Variance - 10 South Pine Circle - Thomas And Karen Blake**

Documents: [10 SOUTH PINE VARIANCE.PDF](#), [VARIANCE PACKET - 10 S. PINE CIRCLE .PDF](#), [LETTERS IN FAVOR OF VARIANCE REQUEST - 10 S. PINE CIRCLE.PDF](#)

3. **First Reading - Ordinance No. 496 - Vacating Right Of Way At 955 Indian Rocks Road**

Documents: [955 IRR VACATION REQUEST.DOCX](#), [ORDINANCE 496.PDF](#)

4. **First Reading - Ordinance No. 495 - Amending The Land Development Code Pertaining To Hotel (H) District Minimum Size**

Documents: [ORDINANCE 495.PDF](#), [RESORT ACREAGE AND NO. OF ROOMS \(2\).PDF](#), [PROPOSED ORDINANCE NO. 495 HOTEL \(H\) AMENDMENT \(1\).PDF](#)

5. **Public Hearing - Proposed Resolution - Authorizing The Filing Of Lien For Delinquent Stormwater Fees.**

CITIZENS COMMENTS (Discussion Of Items Not On The Agenda.) (Each Speaker Will Be Allowed 3 Minutes To Speak.)

CONSENT AGENDA

1. Approval of Minutes - Amended - Work Session - December 3, 2013
Special Meeting - January 2, 2014
Special Meeting - January 7, 2014
Work Session - January 7, 2014

Documents: [AMENDED 1ST PAGE 12-03-2013.PDF](#), [01-02-2014.PDF](#), [01-07-2014.PDF](#),
[WS 01-07-2014.PDF](#), [01-15-2014.PDF](#)

GENERAL AGENDA

1. Discussion Of A Mixed Use Zoning District

Documents: [PLANNED MIXED USE.PDF](#)

2. Discussion Of Reconsideration Of Ordinance 491

Documents: [DISCUSSION OF RECONSIDERATION.PDF](#)

3. Resolution No. 2014-09- Amending Golf Fund Balance Policy

Documents: [AGENDA SUMMARY SHEET- GOLF FUND BALANCE.PDF](#), [2014-09 GOLF FUND BALANCE POLICY.PDF](#), [GOLF FUND BALANCE POLICY.PDF](#)

4. Resolution No. 2014-10- Establishing Fees For Assessment Searches

Documents: [APPROVAL OF RESOLUTION NON. 2014-10 OF ESTABLISHING AN ASSESSMENT SEARCH FEE.PDF](#), [2014-10 - LIEN SEARCH FEES.PDF](#)

5. Street Light Policy

Approval of street light policy.

Documents: [COMMISSION SUMMARY STREET_LIGHT_POLICY 2 18 2014.PDF](#),
[STREET_LIGHT POLICY.PDF](#)

6. Clearwater Little League

Documents: [CLEAWATER LITTLE LEAGUE_SUMMARY_APPROVAL.PDF](#), [LETTER FROM CLL.PDF](#), [LOCAL LEAGUE BOUNDARIES.PDF](#), [POPULATION BREAKDOWN_BELLEAIR.PDF](#), [CURRENT FEE EXAMPLES.PDF](#)

7. Golf Carts Vs. Low Speed Vehicles (LSVs) On Belleair Streets

Staff requests continuance

8. Discussion Of Building Inspection Services

Staff requests continuance

Documents: [AGENDA SUMMARY SHEET-BUILDING SERVICES.PDF](#)

9. Approval Of Disposal Of Fixed Assets

Documents: [DISPOSAL OF ASSETS FOR FY 13-14.PDF](#), [2013-14 DISPOSALS FEB 18.PDF](#)

OTHER BUSINESS

ADJOURNMENT

Summary

To: Town Commission

From: Micah Maxwell, Town Manager

Subject: Second reading of Ordinance 494, Leasing the Belleview Biltmore Golf Course

Date: 2/11/2014

Summary: The town approved the emergency ordinance leasing the Belleview Biltmore golf course, we are required to enter into a full ordinance at this time.

Previous Board Action: The town approved the emergency ordinance leasing the Belleview Biltmore golf course at a special meeting on 1/15/2014

Background/Problem Discussion: The town approved the emergency ordinance leasing the Belleview Biltmore golf course; we are required to enter into a full ordinance at this time.

Alternatives/Options:

None

Financial Implications:

No additional implications

Proposed Motion: Move Approval of Ordinance 494 on second reading

ORDINANCE NO. 494

AN ORDINANCE OF THE TOWN OF BELLEAIR, FLORIDA, PROVIDING FOR COMPLIANCE WITH SECTION 2.11(a)(2) OF THE TOWN CHARTER REGARDING ADOPTION OF ORDINANCES; PROVIDING FOR COMPLIANCE WITH SECTION 2.11(a)(2) OF THE TOWN CHARTER REGARDING THE LEASE OF CERTAIN REAL PROPERTY IN EXCESS OF ONE YEAR IN THE NAME OF THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the provision of Section 2.11(a)(2) of the Town Charter of the Town of Belleair, the Commission may, by a two-thirds vote, enact an emergency Ordinance; and

WHEREAS, the Town of Belleair proposes to enter into a lease agreement (the "Lease Agreement") on January 2, 2014 with Green Golf Partners, LLC (an Indiana limited liability company) of the Belleview Biltmore Golf Club; and

WHEREAS the Town Commission considers it to be in the best interests of the Town to lease the Belleview Biltmore Golf Club property; and

WHEREAS, pursuant to Section 2.11(a)(2) of the Charter of the Town of Belleair, the Commission is authorized to lease certain real property in the name of the town which authorization must be granted by ordinance; and

WHEREAS, it is necessary to adopt the authorizing ordinance to replace the emergency Ordinance 493 to allow finalize the lease agreement.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA, that:

Section 1. Recitals. The aforesaid recitals are ratified and incorporated as the legislative intent of this ordinance.

Section 2. Approval of Lease. That certain Lease Agreement between Green Golf Partners, LLC, an Indiana limited liability company, and Town of Belleair, Florida, a Florida municipal corporation, will be for the operations and ongoing maintenance and up keep of the course and all assets associated with the course, is approved on the terms and conditions set forth in said Agreement. The Town of Belleair is hereby authorized to lease the real property described in Exhibit "A" (attached hereto and made a part hererof).

Section 3. Terms of Agreement. The terms of the Lease Agreement will be a minimum of ten (10) years.

Section 4. Effective Date. This ordinance shall be in effect upon a subsequent affirmative vote of the Town Commission and shall have a effective date of thirty (30) days after the aforementioned affirmative vote as prescribed by Section 2.11 of the Town Charter of the Town of Belleair, Florida.

PASSED ON FIRST READING: FEBRUARY 4th, 2014.

PASSED ON SECOND AND FINAL READING:

ATTEST:

MAYOR

TOWN CLERK

Summary

To: Town Commission
From: Micah Maxwell, Town Manager
Subject: Variance Request – 10 South Pine Circle
Memo Date: 2/3/2014

Summary: The owners of the property located at 10 South Pine Circle have requested a variance related that would allow them to construct a garage addition that would encroach into the required 25 foot setback by 11 feet 5 inches.

Previous Commission Action: None

Background/Problem Discussion: The owner is asking for relief from the 25 foot setback requirement because of a lack of storage space and a desire to park his vehicle indoors.

Alternatives/Options:

1. Approve the variance to allow for construction.
2. Deny and no construction will be allowed in the setback.

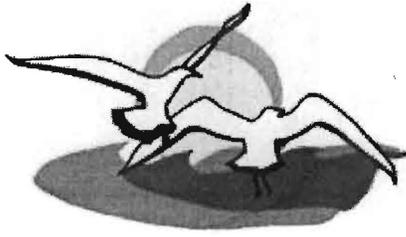
Financial Implications:

None

Recommendation: Staff recommends denial of the variance because staff does not believe the submittal is consistent with 66-253(b)(1)(a)(2) which identifies that a variance does not result from actions of the applicant.

Planning and Zoning Recommended approval on a 5-0 vote.

Proposed Motion: I move to approve/deny the variance request



**TOWN OF BELLEAIR
BUILDING DEPARTMENT**
901 Ponce de Leon Blvd.
Belleair, Florida 33756-1096
Phone: (727) 588-3769 ext. 215
Fax: (727) 588-3768

MEMORANDUM

DATE: January 14th, 2014
TO: Mayor and Commissioners
FROM: Micah Maxwell, Town Manager
SUBJECT: Request for Variance – Belleair Estates
Parcel No. 29/29/15/23778/001/0080

Property Owner: Thomas & Karen Blake
10 South Pine Circle
Belleair, Florida 33756

The following information is regarding the above referenced variance request.

- I. Existing conditions of land and structure(s):
 - A. Zoning designation: R-1 (Single Family Residential)
 - B. Original Construction date: 1956
 - C. Structural and other improvements to date:
 - Roof-1983
 - Windows -1999
 - Remodel -2002
 - Roof - 2004
 - D. Existing Easements: None Shown on survey

II. Proposed request:

The applicant is requesting a variance which would allow the construction of a proposed garage addition. The garage addition would encroach into the required minimum 25 foot front yard setback by approximately 11 feet 5 inches, resulting in 13 foot 5 inch front yard setback.

[Interactive Map of this parcel](#)

[Sales Query](#)

[Back to Query Results](#)

[New Search](#)

[Tax Collector Home Page](#)

[Contact Us](#)

WM

29-29-15-23778-001-0080

Online Property Record Card

[Portability Calculator](#)

Data Current as of January 22, 2014

[Email Print](#)

[Radius Search](#)

Improvement Value
per F.S. 553.844

Ownership/Mailing Address	Site Address
BLAKE, THOMAS G BLAKE, KAREN C 10 S PINE CIR BELLEAIR FL 33756-1642	10 S PINE CIR BELLEAIR 33756-



Property Use: 0110 (Single Family Home)

Living Units: 1

[click here to hide] 2014 Legal Description

EAGLES NEST GARDENS ESTATES UNIT 4 BLK A, LOT 8 LESS 67 X 26 FT T/A IN SE COR

2014 Exemptions	Mortgage Letter	File for Homestead Exemption	2014 Parcel Use
Homestead: Yes	Government: No		Homestead Use Percentage: 100.00%
Institutional: No	Historic: No		Non-Homestead Use Percentage: 0.00% Classified Agricultural: No

2013 Parcel Information 2013 Trim Notice

Most Recent Recording	Sales Comparison	Census Tract	Evacuation Zone <small>(NOT the same as a FEMA Flood Zone)</small>	Plat Book/Page
10585/1710 ■	\$648,100 Sales Query	12103025700	B	034/040

2013 Interim Value Information

Year	Just/Market Value	Assessed Value/ SOH Cap	County Taxable Value	School Taxable Value	Municipal Taxable Value
2013	\$543,662	\$453,494	\$403,494	\$428,494	\$403,494

[click here to hide] Value History as Certified (yellow indicates correction on file)

Year	Homestead Exemption	Just/Market Value	Assessed Value/ SOH Cap	County Taxable Value	School Taxable Value	Municipal Taxable Value
2013	Yes	\$543,661	\$453,494	\$403,494	\$428,494	\$403,494
2012	Yes	\$445,913	\$445,913	\$395,913	\$420,913	\$395,913
2011	Yes	\$542,139	\$481,894	\$431,894	\$456,894	\$431,894
2010	Yes	\$559,752	\$474,772	\$424,772	\$449,772	\$424,772
2009	Yes	\$647,523	\$462,290	\$412,290	\$437,290	\$412,290
2008	Yes	\$764,300	\$461,828	\$411,828	\$436,828	\$411,828
2007	Yes	\$914,300	\$448,377	\$423,377	N/A	\$423,377
2006	Yes	\$872,400	\$437,441	\$412,441	N/A	\$412,441
2005	Yes	\$824,800	\$424,700	\$399,700	N/A	\$399,700
2004	Yes	\$643,600	\$405,000	\$380,000	N/A	\$380,000
2003	Yes	\$464,800	\$363,800	\$338,800	N/A	\$338,800
2002	Yes	\$482,400	\$355,300	\$330,300	N/A	\$330,300
2001	Yes	\$401,700	\$349,700	\$324,700	N/A	\$324,700
2000	Yes	\$269,700	\$269,700	\$244,700	N/A	\$244,700
1999	Yes	\$279,500	\$249,800	\$224,800	N/A	\$224,800
1998	Yes	\$267,900	\$245,900	\$220,900	N/A	\$220,900
1997	Yes	\$270,700	\$241,800	\$216,800	N/A	\$216,800
1996	Yes	\$282,500	\$234,800	\$209,800	N/A	\$209,800

2013 Tax Information

[Click Here for 2013 Tax Bill](#)

Tax District: BL

2013 Final Millage Rate

22.3656

2013 Est Taxes w/o Cap or Exemptions

\$12,159.33

A significant change in taxable value may occur when sold due to changes in the market or the removal of exemptions. [Click here for more information.](#)

Ranked Sales (What are Ranked Sales?) [See all transactions](#)

Sale Date	Book/Page	Price	Q/U	V/I
12 Jul 1999	10585 / 1710 ■	\$280,000	U	I

2013 Land Information

Seawall: Yes

Frontage: Canal/River

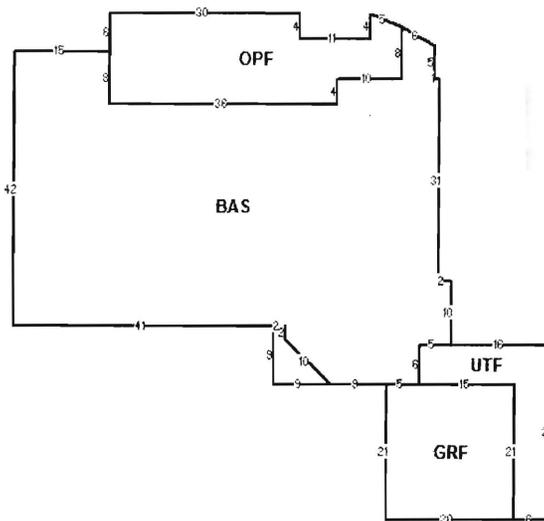
View:

Land Use	Land Size	Unit Value	Units	Total Adjustments	Adjusted Value	Method
Single Family (01)	106x143	4200.00	106.0000	0.8320	\$370,406	FF

[click here to hide] 2014 Building 1 Structural Elements [Back to Top](#)

Site Address: 10 S PINE CIR BELLEAIR 33756-

Quality: Above Average
 Square Footage: 3957.00
 Foundation: Continuous Footing
 Floor System: Slab On Grade
 Exterior Wall: Cb Stucco/Cb Reclad
 Roof Frame: Gable Or Hip
 Roof Cover: Bu Tar & Graval Alt
 Stories: 1
 Living units: 1
 Floor Finish: Carpet/Hardtile/Hardwood
 Interior Finish: Upgrade
 Fixtures: 9
 Year Built: 1956
 Effective Age: 26
 Heating: Central Duct
 Cooling: Cooling (Central)



[Open plot in New Window](#)

Building 1 Sub Area Information

Description	Living Area Ft ²	Gross Area Ft ²	Factor	Effective Ft ²
Utility	0	252	0.35	88
Open Porch	0	597	0.20	119
Garage	0	420	0.35	147
Base	2,688	2,688	1.00	2,688
Total Living SF: 2,688		Total Gross SF: 3,957		Total Effective SF: 3,042

[\[click here to hide\] 2014 Extra Features](#)

Description	Value/Unit	Units	Total New Value	Depreciated Value	Year
BT LFT/DAV	\$3,000.00	2.00	\$6,000.00	\$3,720.00	2000
FIREPLACE	\$2,500.00	1.00	\$2,500.00	\$1,550.00	1956
BT LFT/DAV	\$12,000.00	1.00	\$12,000.00	\$8,880.00	2004
PATIO/DECK	\$24.00	562.00	\$13,488.00	\$8,363.00	2000
BOATHS/CV	\$20.00	462.00	\$9,240.00	\$4,435.00	1993
PATIO/DECK	\$12.00	200.00	\$2,400.00	\$1,776.00	2004
DOCK	\$40.00	431.00	\$17,240.00	\$9,999.00	1993

[\[click here to hide\] Permit Data](#)

Permit information is received from the County and Cities. This data may be incomplete and may exclude permits that do not result in field reviews (for example for water heater replacement permits). Any questions regarding permits should be directed to the permitting office in which the structure is located.

Permit Number	Description	Issue Date	Estimated Value
10194	BOAT LIFT/DAVIT	30 May 2012	\$2,300
7695	DOCK	21 Feb 2008	\$13,000
7364	DAMAGE FIRE/FLOOD/VEHICLE	07 Aug 2007	\$12,366
4549	ROOF	19 May 2004	\$10,750
3254	RESIDENTIAL ADD	18 Nov 2002	\$35,893
P2912600	DOCK	02 Nov 2000	\$0
1183	PATIO/DECK	07 Jun 2000	\$2,400
821	PATIO/DECK	21 Feb 2000	\$675
778	SPECIAL USE	19 Jan 2000	\$1,900
RP2757599	DOCK	24 Sep 1999	\$0
592	DOCK	08 Sep 1999	\$8,906
97107705	ROOF	10 Nov 1997	\$870



NOTICE OF PUBLIC HEARING

Notice is hereby given that Public Hearing will be held by the Town Commission of the Town of Belleair, Florida, on request for variance which would allow for the construction of a proposed garage addition that would encroach into the required minimum 25 foot front yard setback by 11 ft. 5 inches for property located at 10 South Pine Circle, Belleair, Florida and is more particularly described as:

**29/29/15/23778/001/0080 Eagles Nest Gardens Estates Unit 4,
Block A, Lot 8 Less 67x26 ft. T/A in SE Corner, as recorded in OR
Book 10585, Page 1710, Public Records of Pinellas County, Florida.**

The Planning and Zoning Board will meet on this matter on **MONDAY, FEBRUARY 10, 2014 at 5:30 P.M.** at the Belleair Town Hall, 901 Ponce de Leon Blvd., Belleair, Florida.

Said hearing will be held on **TUESDAY, FEBRUARY 18, 2014 at 6:30 P.M.**, at the Belleair Town Hall, 901 Ponce de Leon Boulevard, Belleair, Florida. Additional information may be obtained from the Town Clerk's office. All parties interested are invited to attend and be heard.

Persons are advised that if they decide to appeal any decision made at these hearings, they will need records of these proceedings and for such purposes they may need to ensure that verbatim records of the proceedings are made, which records include the testimony and evidence upon which the appeal is to be based.

Notice to persons needing special accommodations and to all hearing impaired persons: In accordance with the Americans with Disabilities Act persons needing special accommodations or an interpreter to participate in this proceeding should contact the Town Clerk's Office at 901 Ponce de Leon Blvd., Belleair, Florida 33756 or call (727) 588-3769 x214 or Fax (727) 588-3778, not later than seven (7) days prior to the proceeding.

This matter is subject to Quasi-Judicial rules of procedures established by Florida Statute 286-0115.

D. Carlen
Town Clerk
Town of Belleair

**TOWN OF BELLEAIR, FLORIDA
NOTICE OF APPEARANCE
FOR QUASI-JUDICIAL HEARINGS**

NOTICE OF APPEARANCE

I, _____, (individual or corporate representative), hereby file and serve notice of my appearance/lawyer or other appropriate representative's appearance, to present testimony and/or cross examine other witnesses at the quasi-judicial hearing to be held on Monday, February 10, 2014 at 5:30 P.M. and Tuesday, February 18, 2014 at 6:30 P.M.

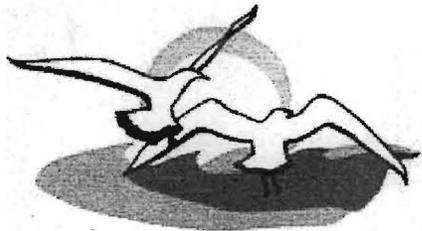
I understand that upon filing this Notice of Appearance, I shall be considered a participant in the hearing, subject to a determination of standing if challenged.

Address of variance property 10 South Pine Circle, Belleair, FL

Name: _____

(Please Print)

Address: _____



TOWN OF BELLEAIR, FLA.
 901 Ponce de Leon Blvd.
 Belleair, Florida 33756-1096
 Phone: (727) 588-3769 ext. 215
 Fax: (727) 588-3768

**RECEIVED
 BELLAIR BLDG. DEPT.**

JAN 14 2014

VARIANCE APPICATION CHECK OFF SHEET TIME REC. _____

Application shall be **fully completed** and must include the following information:

OWNERS NAME Thomas and Karen Blake

OWNERS MAILING ADDRESS 10 South Pine Circle, Belleair, FL 33756

PROPERTY ADDRESS 10 South Pine Circle, Belleair, FL 33756

PHONE NUMBER 727-424-8184

REPRESENTATIVE NANE AND ADDRESS (if any) N/A

PHONE NUMBER N/A

DATE OF ORIGINAL CONSTRUCTION 1956

IMPERVIOUS COVER 37%

FLOOD ZONE AND ELEVATION A-10 7.5 feet

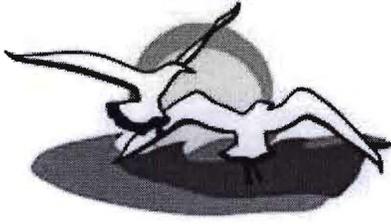
REQUIRED INFORMATION:

<u>REQUIRED</u>	<u>RECEIVED</u>	PROVIDE (18) COPIES EACH..
<u> X </u>	_____	PLANS/SPECS/PRODUCT BROCHURE
<u> X </u>	_____	PHOTOS OF AREA (straight/right angle/left angle)
<u> X </u>	_____	SURVEY W/ SETBACKS SHOWN
<u> X </u>	_____	SITE PLAN W/ SETBACKS SHOWN

REVIEWED BY: ZONING PUB.WK FIRE BLDG. MRG.

DATE SENT: _____

DATE RETURNED: _____



TOWN OF BELLEAIR
901 Ponce de Leon Blvd.
Belleair, Florida 33756-1096
Phone: (727) 588-3769 ext. 215
Fax: (727) 588-3768

DATE 1/11/2014

To the Town Commission of the Town of Belleair, Florida

1. The undersigned, Thomas G. Blake, owner of Lot 8
 Block A, Subdivision Eagles Nest Gardens Estates, property
 Commission of the Town of Belleair for a variance on the above-described property.
2. The property is presently zoned Residential.
3. The present land use on the property is Residential.
4. The decision involves Article IV Section 74-84 of the Belleair Land
 Development Code.
5. The Commissions power arises under Article V, Section 66.253 of the Belleair Land Development
 Code.
6. The Relief prayed by the applicant is: Addition of a one car garage enters into the setback from the street in the
front corner of the proposed structure.
7. The Justification for the request is (requests for the variances must demonstrate the practical
 difficulty or unnecessary hardship which justifies the variance): See attached note and photos.
8. Attached is a non-refundable fee to defray expenses incurred by the Town of Belleair in processing
 this application. (** Note: All costs incurred by the Town of Belleair, above and beyond the
 variance application fee, will be the responsibility of the applicant regardless of approval or denial
 of the request**))
9. I am aware that this request will be voided should I or my representative fail to appear at the public
 hearings scheduled to consider this request.
10. I am aware that any variance that may be granted will automatically expire twelve months after
 approval by the Town Commission unless a building permit id produced from the Town with
 respect to the improvements contemplated by this application for variance within said twelve
 month period unless the construction of said improvements is promptly commenced pursuant to
 the building permit and diligently pursued to completion thereafter.

FEE: \$300.00

Paid: \$300.00

Thomas G. Blake
Owner
10 South Pine Circle, Belleair, FL 33756
Address
727-424-8184
Telephone Number

Thomas G. Blake
Request for Variance / Response to Item 7

The Justification for the request is: As a traveling industrial salesman, my truck is my office. I store some literature and demonstration supplies in one half of the existing undersized garage and my wife parks in the remaining half. The business that I own is thirty-five (35) miles away at 6202 E. Broadway (East of Tampa). I do not run my business out of my house. As you can see from the messy photo below, this is the literature I offload from my vehicle. Some of my demo samples are valuable and I would like to be able to park my vehicle in the garage and have enough space to get in and out of my vehicle. Two years ago my truck was broken into in our driveway and I lost some valuables.

Photo of literature shelves in the garage



RECEIVED
BELLAIR BLDG. DEPT.

JAN 15 2014

TIME REC. _____

We have a **very irregular** shaped lot as shown on the **attached Plot Plan** and we also enjoy a great deal of green space in the front of our home (see photo attached to submittal package). The sanitary sewer piping runs through our back yard as well as the back yards of our adjacent neighbors as opposed to the front yard so this variance will have no ill effects should the Town of Belleair need to perform work on the system.

My neighbors on South Pine Circle are very much in favor of our project in that it will greatly improve the look of the garage and get my truck off of the driveway. The front corner (under 150 square feet) will encroach in the setback (see Plot Plan attached). If I push the new portion of the garage back to meet the 25 foot required setback, it would not look aesthetically pleasing for the neighborhood.

From a medical perspective, the risk of future strains, my recent ACL surgery recovery and my upcoming knee surgery will all benefit from my not lugging my demonstration equipment to and from my truck each weekend to keep it away from potential thieves.

Thank you for considering our variance and we look forward to starting construction immediately.

Thomas G. Blake
10 South Pine Circle
Belleair, FL 33756



Front Angle View

Left Angle View



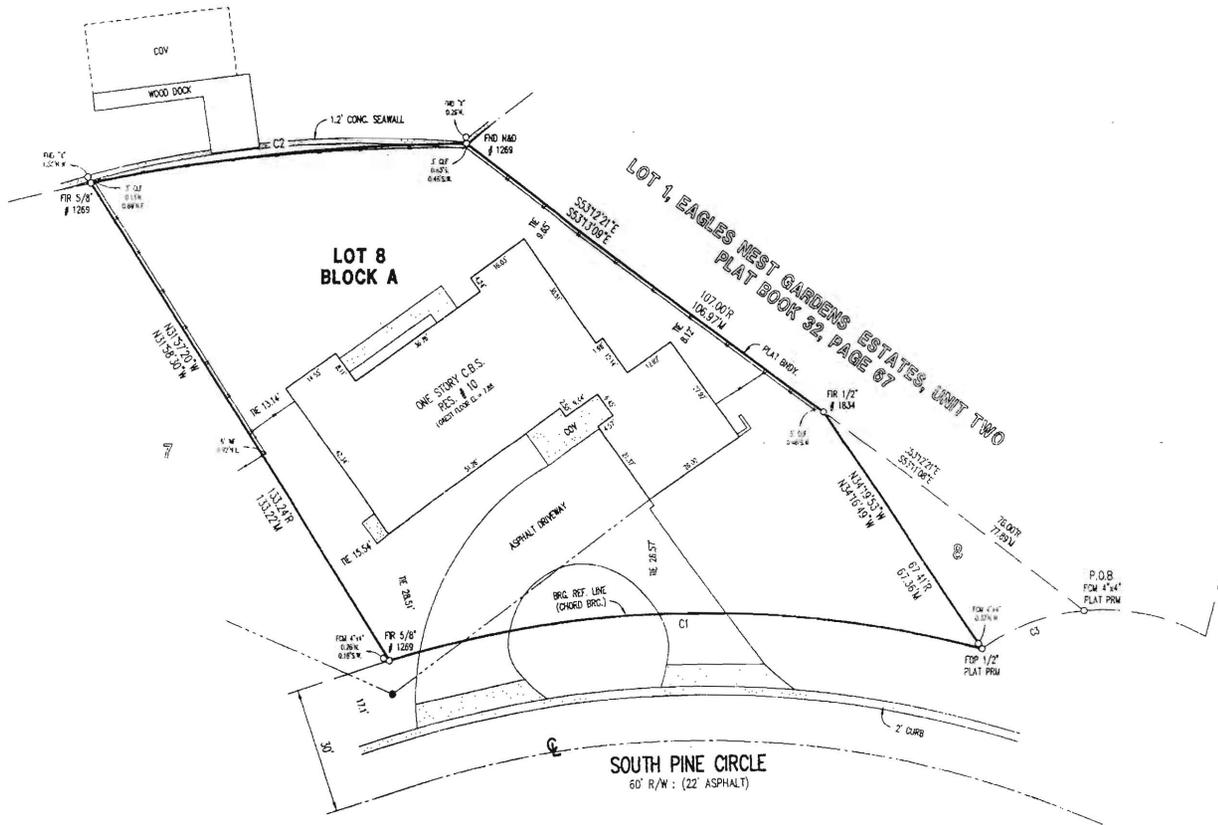
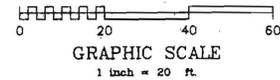
Right Angle View





SECTION 29, TWP. 29 S., RNG. 15 E., PINELLAS COUNTY, FLORIDA

CLEARWATER HARBOR



LEGAL DESCRIPTION

LOT 8, BLOCK A, UNIT 4, OF EAGLES NEST GARDENS ESTATES, AS RECORDED IN PLAT BOOK 34, PAGES 40-41, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, LESS AND EXCEPT THE FOLLOWING:

FROM A POINT ON A CURVE TO THE LEFT, SAID POINT COMMON TO LOT 8, BLOCK A, UNIT 4 OF EAGLES NEST GARDENS ESTATES, PLAT BOOK 34, PAGES 40-41, AND LOT 1, UNIT 2 OF EAGLES NEST GARDENS ESTATE, PLAT BOOK 32, PAGE 67, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA; SAID POINT BEING THE P.O.B.; THENCE FROM THE P.O.B. ALONG A CURVE TO THE LEFT, CHORD BEARING S89°53'13\"/>

FLOOD ZONE

THE ABOVE DESCRIBED PROPERTY APPEARS TO BE IN ZONE A10, IN ACCORDANCE WITH THE FIRM MAP OF THE TOWN OF BELLEAIR, COMMUNITY PANEL NO. 125088-0003-B, MAP REVISED 1-19-83.

PREPARED FOR

THOMAS C. & KAREN C. BLAKE
CENTURY TITLE AND ABSTRACT, INC.
THE GUARANTEE TITLE & TRUST COMPANY
NATIONSBANK MORTGAGE CORPORATION

BOUNDARY SURVEY

BENCH MARK
B.M. # 901180-D
EL. = 7.260 NGVD

CURVE	RADIUS	LENGTH	CHORD	BEARING
C1	266.00'R	144.37'R	142.60'R	S89°00'49\"/>
C2	450.00'R	90.00'R	89.85'R	N84°08'59\"/>
C3	50.00'R	26.33'R	26.03'R	S69°53'13\"/>

LEGEND

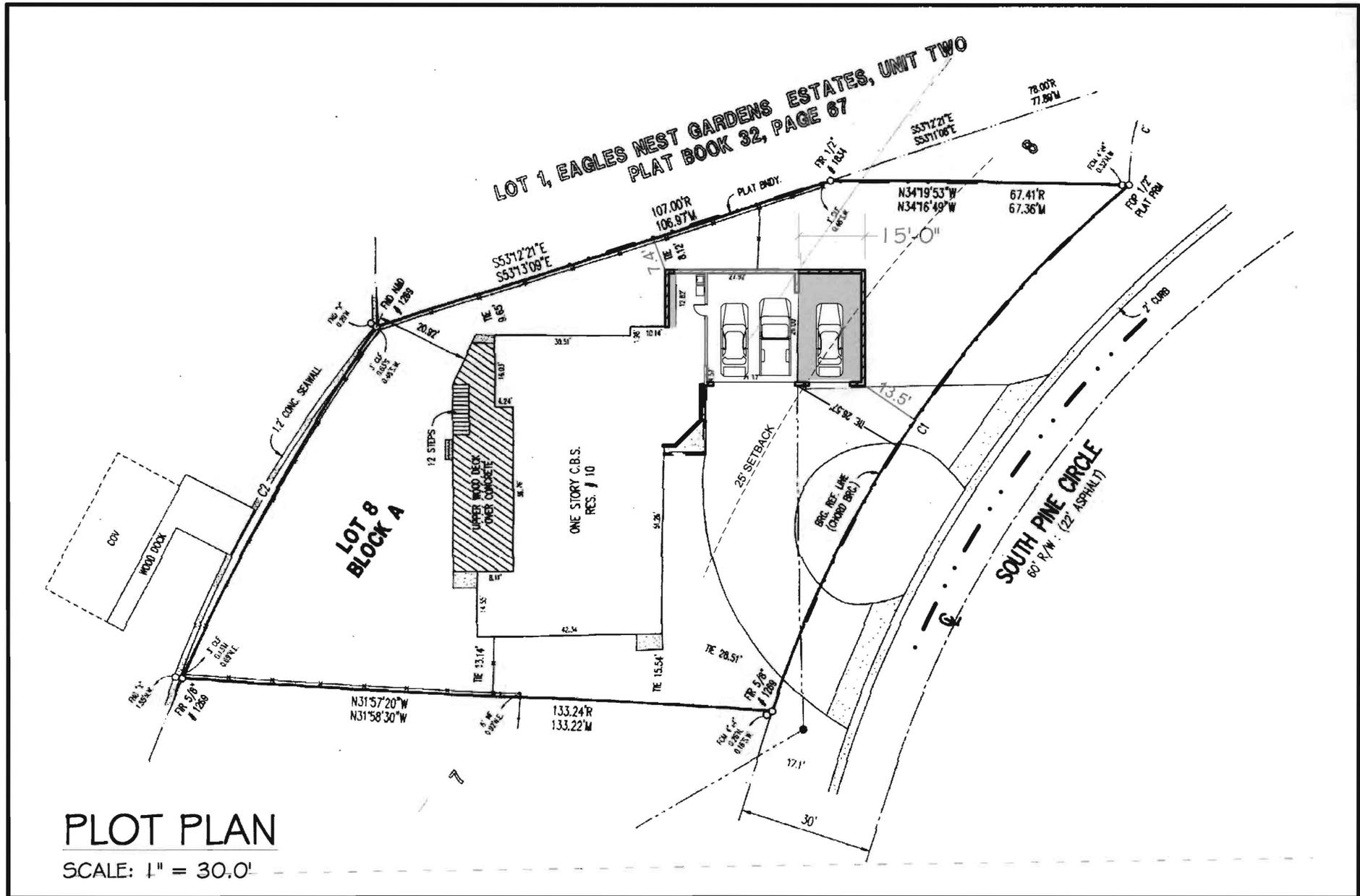
- - POWER POLE
- - - OVERHEAD WIRES

CERTIFICATION: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE SURVEY SHOWN HEREIN SUBSTANTIALLY MEETS THE MINIMUM TECHNICAL STANDARDS FOR LAND SURVEYING DESCRIBED IN THE STATE OF FLORIDA RULE 11017, F.A.C. FURTHERMORE, THIS CERTIFICATION SHALL NOT EXTEND TO ANY OTHER PERSONS OR PARTIES OTHER THAN THOSE NAMED ON THIS SURVEY AND SHALL NOT BE VALID AND BINDING AGAINST THE UNDERSIGNED SURVEYOR WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF THE FLORIDA LICENSED SURVEYOR AND MAPPER.

George A. Shimp, II
 GEORGE A. SHIMP II, FLORIDA REGISTERED LAND SURVEYOR No. 2512
 DWYANE A. RUTZ, PROFESSIONAL SURVEYOR & MAPPER No. 5635
 THIS SURVEY IS NOT COMPLETE OR VALID UNLESS ATTACHED TO SURVEYOR'S REPORT.

JOB NUMBER: 990475 DATE SURVEYED: 7-7-1999
 DRAWING FILE: 990475.DWG DATE DRAWN: 7-9-1999
 LAST REVISION: N/A X REFERENCE: N/A

GEORGE A. SHIMP II AND ASSOCIATES, INCORPORATED
 LAND SURVEYORS - LAND PLANNERS
 3801 DESOTO BOULEVARD, SUITE D
 PALM HARBOR, FLORIDA 34683
 PHONE (727) 764-5496 FAX (727) 766-1256
 LB 1834



PLOT PLAN

SCALE: 1" = 30.0'

Arcdesign

e-mail: ArcDesign7@gmail.com

1419 TEMPLE STREET
 CLEARWATER, FLORIDA 33755
 (727) 446-8022

Tom Blake
 10 South Pine Circle
 Belleair, FL 33756

PROJECT NUMBER: 134165

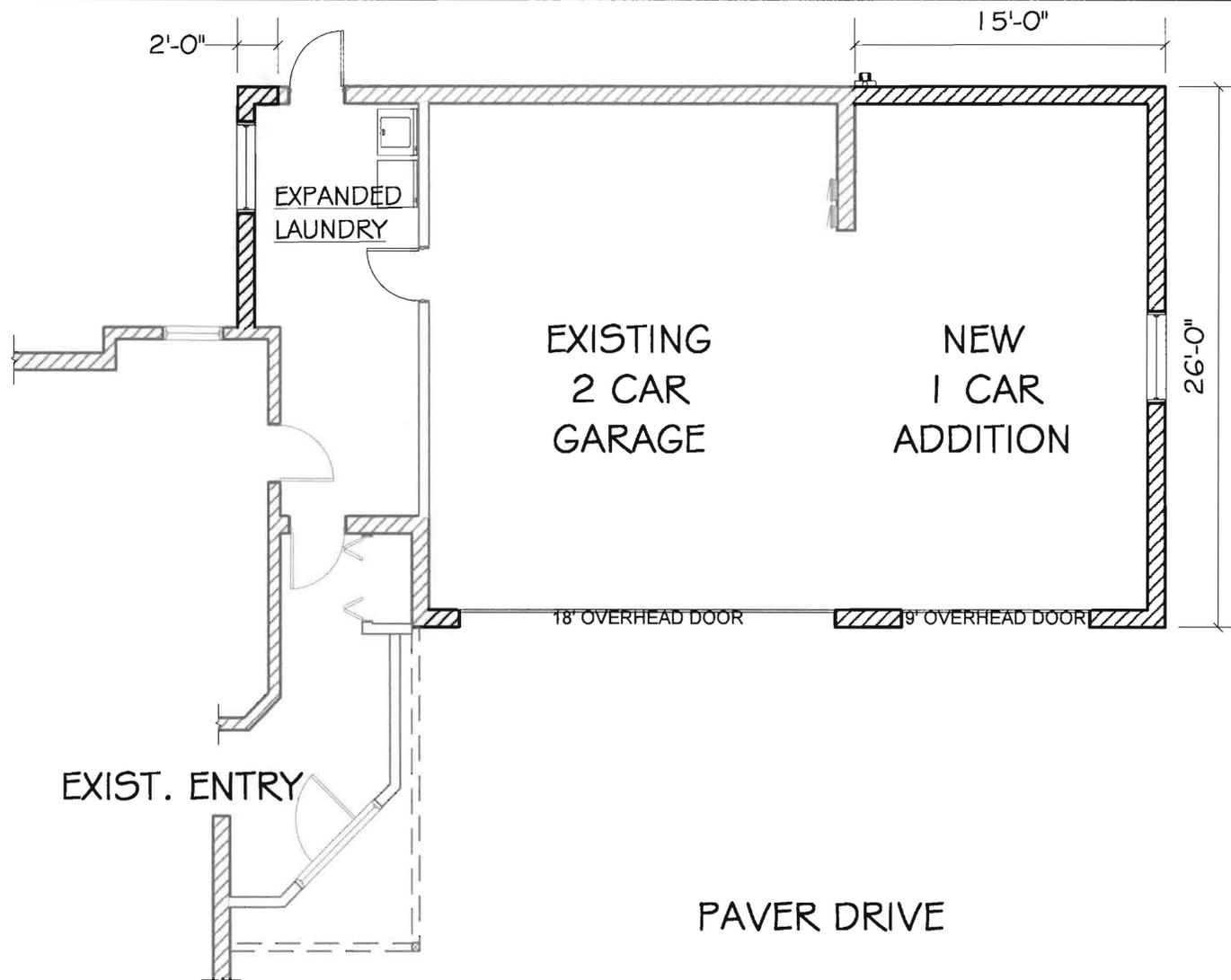
DRAWN BY: Randy Young

SCALE: AS NOTED

SHEET NUMBER:

DATE: 9 Jan 2014

1 of 3



FLOOR PLAN DESIGN

SCALE: 1/8" = 1'-0"

Arcdesign

e-mail: ArcDesign7@gmail.com

1419 TEMPLE STREET
 CLEARWATER, FLORIDA 33755
 (727) 446-8022

Tom Blake
 10 South Pine Circle
 Belleair, FL 33756

PROJECT NUMBER: 134165

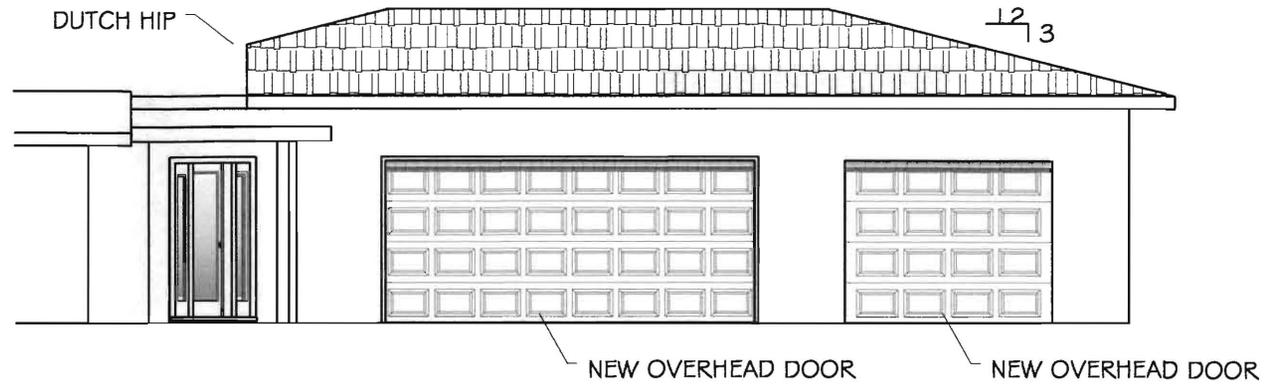
DRAWN BY: Randy Young

SCALE: AS NOTED

DATE: 9 Jan 2014

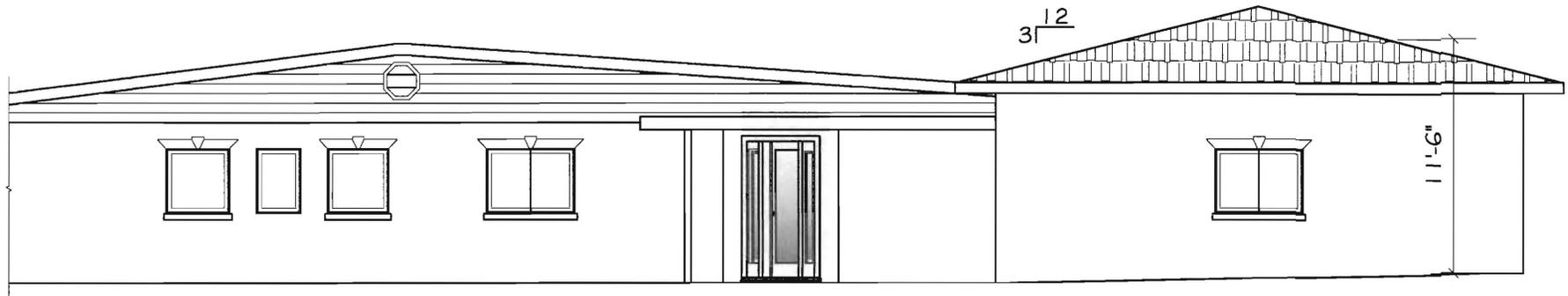
SHEET NUMBER:

1 of 2



GARAGE ELEVATION

SCALE: 1/8" = 1'-0"



FRONT ELEVATION

SCALE: 1/8" = 1'-0"

Arcdesign

e-mail: ArcDesign7@gmail.com

1419 TEMPLE STREET
 CLEARWATER, FLORIDA 33755
 (727) 446-8022

Tom Blake
 10 South Pine Circle
 Belleair, FL 33756

PROJECT NUMBER: 134165

DRAWN BY: Randy Young

SCALE: AS NOTED

SHEET NUMBER:

DATE: 9 Jan 2014

1 of 3

Hi Tom,

I know the neighborhood will appreciate the work you will be undertaking to expand your garage and improving your roof line appearance from the curb. Your home always looks great and as your neighbor I appreciate all the efforts you and your family put into the upkeep of your home. I think all our neighbors would agree that our section of South Pine Circle is a great neighborhood and all the pride & expense our neighbors put into their properties are what make this section of Belleair so desirable.

Good luck with the addition and I look forward to seeing the improvements.

Jim Powell
5 S. Pine Circle
Belleair, FL 33756
480-406-8444

RECEIVED
BELLEAIR TOWN HALL

FEB 10 2014

TIME REC. _____

2/10/14

RECEIVED
BELLEAIR TOWN HALL

FEB 13 2014

TIME REC. _____

To town of Belleair,

We have seen Tom-Karen Blake's plans for renovations to 10 So Pine Circle and approve of the plans & feel it will add to the value of the neighborhood.

Thank you!

Lance Birch
L. Birch

8 so. pine

Summary

To: Town Commission
From: Micah Maxwell, Town Manager
Subject: Ordinance 496 - Request to Vacate – 955 Indian Rocks Road
Memo Date: 2/3/2014

Summary: The owner of 955 Indian Rocks Road has requested that the town vacate 35.75 feet of right of way abutting his property along Indian Rocks Road and 20 Feet of Right of Way along Sunny Lane.

Previous Commission Action: None

Background/Problem Discussion: The owner at 955 Indian Rocks Road, Mr. Becker, has requested that the town vacate a significant portion of the town's right of way in front of his house along Indian Rock Road and along sunny lane. Most of Indian Rocks Road north of Hunter Park is a mix of very large and very small right of way areas. Along Sunny lane right of way is consistent from property to property and staff expects some increase in road width at a later date.

Alternatives/Options:

Section 74-152 requires that all of the following requirements are met:

1. The requested vacation is consistent with the traffic circulation element of the town comprehensive plan and the county metropolitan planning organization transportation plan. Due to the varying widths of the road, the town has no ability to introduce another lane(s) on Indian Rocks Road, north of Hunter Park. Staff believes that requirement 1 is being met along Indian Rocks Road, however staff does not believe it should vacate the property along sunny lane because of future roadway work, which may include a slight widening.
2. The right-of-way does not provide the sole access to any property. Remaining access shall not be by easement. The right of way does not provide sole access to any properties.
3. The vacation would not jeopardize the current or future location of any utility. The vacation will not jeopardize future or current utility locations as long as the town retains as right of way beginning at the back of curb at Indian Rocks Road and extending 15 feet from to the east for the length of the property. It would also not effect the utilities on sunny lane.
4. The proposed vacation is not detrimental to the public interest and provides a positive benefit to the town. Staff believes that the increase in taxable land on property otherwise unused is in the public interest and will benefit the town positively for the indian rocks portion of the request, but does not believe the sunny

lane portion is in the public interest.

Financial Implications:

Minimal

Recommendation: Staff recommends that the town vacate the right of way adjacent to 955 Indian Rocks Road beginning 15 feet east of the easterly curb on Indian Rocks Road and extending west to the westerly property line of 955 Indian Rocks Road for the length from north to south of the property line of 955 Indian Rocks. Staff recommends that the town not vacate the area along sunny lane.

Proposed Motion: I move approval of Ordinance 496 on first reading

ORDINANCE NO. 496

**AN ORDINANCE OF THE TOWN OF BELLEAIR, FLORIDA;
VACATING CERTAIN TOWN RIGHT OF WAY; PROVIDING FOR
A COPY TO BE FURNISHED TO PINELLAS COUNTY;
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town Commission of the Town of Belleair desires to vacate a portion of Town right of way on the east side of Indian Rocks Road which is considered excessive and unnecessary for the Town's current or future needs or purposes.

NOW, THEREFORE, BE IT ORDAINED by the Town Commission of Belleair, Florida, as follows:

Section 1. Vacation of Right of Way. The Town Commission of Belleair (the "Town Commission") hereby approves the vacating of a portion of the right of way lying east of Indian Rocks Road over the parcel on which the residence at 955 Indian Rocks Road is located being that portion of said right of way greater than 15 feet east of the easterly curb on Indian Rocks Road, more particularly described on Exhibit "A" attached hereto.

Section 2. Findings. In adopting this Ordinance, the Town Commission hereby makes and expresses the following findings, purposes, and intent:

(1) The Town of Belleair, Florida, has been conferred authority to vacate any street or alley or part of street or alley by virtue of the Town Charter and Chapter 166, Florida Statutes as amended and supplemented.

(2) The Town Commission, after having made a thorough study of the changing conditions in the neighborhood, being apprised of the existing facts, taking into consideration the other streets and alleys whereby property owners have access to their property, has determined that it is in the best interest of the Town of Belleair and its residents that the said abandoned portion of Town right of way shall be forever vacated and abandoned.

Section 3. Copy Furnished to Pinellas County. A copy of this Ordinance shall be furnished to the Pinellas County Board of County Commissioners.

Section 4. Effective Date. This Ordinance shall become effective 30 days after passage and approval upon second and final reading, in the manner prescribed by Section 2.11 of the Town Charter of the Town of Belleair, Florida.

PASSED ON FIRST READING: February 18, 2014

PASSED ON SECOND AND FINAL READING: March 18, 2014

Mayor

ATTEST:

Town Clerk

EXHIBIT A

Legal Description of Vacated Right of Way

Summary

To: Town Commission

From: Micah Maxwell, Town Manager

Subject: Ordinance 495 – Amending the Land Development Code – H District minimum size

Date: 2/3/2014

Summary: Review of Proposed Ordinance 495, amending the towns land development code as it relates to the minimum size of the H district.

Previous Commission Action: None

Background/Problem Discussion: The Belleair Country Club has requested a change to section 74-84 of the land development code. The change would reduce the minimum size of the H district from 20 acres to 15 acres. Based on research of five other resort type hotels within Pinellas County, the average size of resort hotels is 11.94 acres. The Belleair Country Club has identified that they intend to purchase 2.32 acres of hotel property and merge that property into its current RPD zoning. There is no current development proposal on the site, and to complete such a transaction, the owner would have to apply for a major site plan and the town would have to hold a quasi-judicial hearing to decide whether to allow for the property separation.

Alternatives/Options:

1. Approve the request to reduce the size of the H district (staff recommends a size of 15 acres if changed).
2. Deny the request to reduce the size of the H district

Financial Implications: None

Recommendation: Staff recommends approval

Proposed Motion: I move approval of ordinance 495 on first reading.

LOCAL AREA RESORT ACREAGE AND DENSITY SUMMARY

HOTEL	ACREAGE	ROOMS	DENSITY
Don CeSar	6.85	277	40
Sandpearl Resort	3.38	253	75
Vinoy Renaissance	13.08	361	28
Safety Harbor Resort & Spa	16.6	175	10.5
Tradewinds Resort	19.79	797	40

Average Acreage	11.94
Average No. of Rooms	372.6
Average Density	38.7

**LOCAL AREA RESORT ACREAGE AND DENSITY SUMMARY
WITH ADJUSTED NUMBERS FOR
SAFETY HARBOR SPA AND TRADEWINDS (SUBPARCELS)**

HOTEL	ACREAGE	ROOMS	DENSITY
Don CeSar	6.85	277	40
Sandpearl Resort	3.38	253	75
Vinoy Renaissance	13.08	361	28
Safety Harbor Resort & Spa	11.6 *	175	15
Tradewinds Resort - (a)	15.42 **	586	38
Tradewinds Resort - (b)	4.37	211	48

Average Acreage	9.12
Average No. of Rooms	310.5
Average Density	40.7

* Reduced acreage based on sale of portion of the property to the City of Safety Harbor

** Separates out distinct portions of Tradewinds property

SUMMARY:

Range of Avg. Acreage	9 - 12 acres
Range of Avg. No. of Rooms	310 - 375 rooms
Range of Avg. Density	38 - 40 units/acre

Minimum Acreage Based on Belleair Density @ 28 upa = 11.1 to 13.4 acres

Example: At 12 Acres X 28 upa = 336 Rooms

PROPOSED ORDINANCE NO. 495

AN ORDINANCE OF THE TOWN OF BELLEAIR, FLORIDA, AMENDING THE TOWN OF BELLEAIR CODE OF ORDINANCES, PART II, SUBPART B LAND DEVELOPMENT CODE, PURSUANT TO SECTION 74-84; PROVIDING FOR AN AMENDED MINIMUM LOT AREA REQUIREMENT FOR THE HOTEL (H) ZONING DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Belleair adopted the Code of Ordinances as set forth in Ordinance No. 349, on April 19, 1994, including Subpart B, Land Development Code; and

WHEREAS, the Town Commission of the Town of Belleair has from time to time approved amendments to the Land Development Code; and

WHEREAS, the Town Commission has reviewed and determined it necessary and prudent to update and revise the Land Development Code; and

WHEREAS, the Town Commission has received and considered the input and recommendation of the Planning and Zoning Board; and

WHEREAS, the Town Commission desires to amend the Land Development Code to revise the minimum lot area required for the Hotel (H) Zoning district; and

WHEREAS, the Town Commission has determined that the minimum lot area proposed for the Hotel (H) Zoning district is sufficient to accommodate a resort hotel based on the current permitted density/intensity standards for such hotel use.

NOW, THEREFORE, BE IT ORDAINED BY THE Town Commission of the Town of Belleair, as follows:

- Section 1. The Land Development Code, Sec. 74 – 84. Schedule of dimensional regulations is amended to revise the minimum lot area required for the Hotel (H) district by deleting the current required minimum lot area of twenty (20) acres and adding in its place the new required minimum lot area of fifteen (15) acres.

- Section 2. The Land Development Code, Sec. 74-84. Schedule of dimensional regulations, is amended to revise the minimum required lot area for the Hotel (H) district in the table set forth below:

Sec. 74-84. Schedule of dimensional regulations.

The schedule of dimensional regulations for the various zoning districts is as follows:

District	<u>Lot Minimums</u>			Density Maximum Dwelling Units peracre	<u>Minimum Yard Setbacks^(6 & 7)</u>			Minimum Offstreet Parking per Dwelling Unit ¹	Offstreet Dwelling	Maximum Height ³ (feet)	Flood Zone	Minimum Living Area per Unit ² (square feet)	Floor Area Ratio (FAR) ⁶
	Area (Square Feet)	Width (feet)	Depth (feet)		Front (feet)	Side (feet)	Rear (feet)						
RE	18,000	100	100	2	25	7.5 ⁴	25 feet or 20% of lot depth, whichever is less	2		32	34	2,000	---
R-1	10000	80	100	4	25	7.5 ⁴	25 feet or 20% of lot depth, whichever is less	2		32	34	1,200	---
R-2	7500	75	90	4	25	7.5 ⁴	25 feet or 20% of lot depth, whichever is less	2		32	34	1,000	---
RM-15	10,000	100	100	15	25	7.5 ⁴	15	1.5		32	34	1,000	---
RPD	5 acres	---	---	5	(See section 74-83)			1		32	---	1,200	---
H	20 15 acres	---	---	28	(See section 74-83)			1		32	34	300	0.4
C-1	12,000	100	100	None	25	12	10	1		32	34	N/A	0.35
C-2	10,000	80	100	None	25	12	10	1		32	34	N/A	0.35
C-3	10,000	80	100	None	25	12	10	1		32	34	N/A	0.30

The schedule of dimensional regulations for the various zoning districts is as follows:

District	<u>Lot Minimums</u>			<u>Minimum Yard Setbacks</u> ^(6 & 7)				Minimum Offstreet Parking per Dwelling Unit ¹	Maximum Height ³	Flood Zone	Minimum Living Area per Unit ² (square feet)	Floor Area Ratio (FAR) ⁶
	Area (Square Feet)	Width (feet)	Depth (feet)	Density Maximum Dwelling Units per acre	Front (feet)	Side (feet)	Rear (feet)					
C-4	10,000	80	100	None	25	12	10	1	32	34	N/A	0.5
GC	---	None	None	None	25	25	25		32	34	N/A	Town Commission Approval
C-5	10,000	None	None	None	10	5	10	1	32	34	N/A	0.5
SPM	10,000	80	100	25	25	25	25	1	32		N/A	0.30

P Town commission shall establish dimensional regulations for the public district consistent with the public land use of lands within this district. The dimensional regulations shall be based upon need for harmonizing public use of the land with necessity for protecting the public's safety, health and welfare by the use of such lands. However, in no case shall the floor area ratio exceed 0.65 for institutional uses or 0.70 for transportation/utility

¹ See article III, division 3, of this chapter, pertaining to off-street parking regulations.

² Exclusive of garages, breezeways, porches and patios.

³ The height regulations contained in this section shall mean 32 or 34 feet from grade to the highest finished roof surface in the case of a flat roof, or to a point at the midpoint of the highest sloped roof, except for chimneys, parapets, bell towers and elevator penthouses. In no case shall a structure exceed 45 feet in height except in a RPD zoned district. Building height limitations for flood zone area construction are as follows: Any property which is located within an area of special flood hazard as designated on flood hazard boundary map or a flood insurance rate map, shall measure the maximum height standard from the Base Flood Elevation (BFE) of the flood zone the structure is located within. This shall not apply to any property located in the RPD district existing at the time of adoption of this land development code.

⁴ See Section 74-113

⁵ For impervious surface ratio, see section 74-112,

⁶ On waterfront lots, all buildings, including guest cottages and servants quarters, shall be set back a minimum of 20 feet from the mean highwater mark or the seawall

⁷ All setbacks are measured from property lines except as noted.

(Ord. No. 300, § III(2.02.02), 11-7-90; Ord. No. 318, § 5, 6-2-92; Ord. No. 328, § B(2.02.04), 8-3-93; Ord. No. 342, § 1, 11-2-93; Ord. No. 363, § 2, 3-19-96; Ord. No. 399, § 1, 11-20-01)

Section 3. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held illegal, invalid or unconstitutional by the decision of any court or regulatory body of competent jurisdiction, such decision shall not affect the validity of the remaining portions hereof.

Section 4. This Ordinance shall be in effect thirty (30) days after passage and approval and upon second and final reading, in the manner prescribed by Section 2.11 of the Town Charter of the Town of Belleair, Florida

PASSED ON FIRST READING:

PASSED ON SECOND AND FINAL READING:

Mayor

ATTEST:

Town Clerk

MINUTES OF WORK SESSION OF THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA HELD AT TOWN HALL ON DECEMBER 3, 2013 AT 5:30 PM

PRESENT: Mayor Gary Katica
Commissioners
Stephen Fowler
Tom Shelly
Michael Wilkinson
Kevin Piccarreto

Town Manager Micah Maxwell
Town Attorney David Ottinger

Quorum present on roll call with Mayor Katica presiding; the meeting was called to order at 5:55 PM.

CITIZENS' COMMENTS

Lil Cromer, 4 Belleview Blvd., stated that an Open House would be held for Ginny Donahue on Thursday, December 5 at 5 o'clock; that Ginny would be moving back to Boston to be close to family members.

TOWN MANAGER'S REPORT

Mr. Maxwell commented on a request received from Belleair County Club asking for an adjustment in the required land area for Hotel zoning designation for less than 20 acres; stated that staff was looking for direction from the commission.

Discussions ensued regarding scheduling a Planning and Zoning Board meeting to review and discuss the request for reduction in land area for Hotel zoning district; regarding a proposed offer to purchase the Hotel; regarding the procedure for requesting a reduction in land area for hotel zoning.

It was the consensus of the commission to move forward with the request.

Mr. Maxwell stated that David Healey and he had met with residents of South Garden 6 to discuss proposed zoning recommendation; that there would be future meetings with other RPD groups that were yet to be scheduled; that there had been some comment regarding concern for proposed units sizes; that staff had done some research on unit sizes that would be presented to the commission in an upcoming meeting; that he also had information on the height of buildings in the area.

Mr. Maxwell commented on the proposed holiday schedule and requested closing Town Hall on December 24th.

It was the consensus of the commission that Town Hall would be closed on Tuesday, December 24th.

MINUTES OF SPECIAL MEETING OF THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA HELD AT TOWN HALL ON JANUARY 2, 2014 AT 6:00 PM

PRESENT: Mayor Gary Katica
Commissioners
Stephen Fowler
Tom Shelly
Michael Wilkinson
Kevin Piccarreto

Town Manager Micah Maxwell
Town Attorney David Ottinger

Mayor Katica led the Pledge of Allegiance.

Quorum was present on roll call with Mayor Katica presiding; the meeting was called to order at 6:00 pm.

DISCUSSION OF THE SALE/LEASE OF THE BELLEVIEW BILTMORE GOLF COURSE

Mr. Maxwell stated that last February the commission entered into a six month management agreement with Green Golf Partners for the Belleview Biltmore Golf Club; that there an extension to that agreement at the end of the six month period which had now expired; that an Invitation to Negotiate went out in November and was closed in December; that staff was now ready to discuss with the commission about the future of the course and bids received; that he did receive a proposal last week with an update late today; that he did explain that he would not be able to put that proposal in with the other proposals received in December; that the commission would be the only group that had the ability waive some of those informal rules; that he just wanted to bring the information to the commission for their consideration.

Commissioner Fowler stated that the Invitation for Proposal was properly advertised and the bids were received in a timely fashion; that he did not think the proposal could be accepted; that he felt that in doing so the town could be subject for a law suit.

Commissioner Piccarreto asked Mr. Ottinger if other bids could be accepted.

Mr. Ottinger stated that the terms of the Invitation to Negotiate provided that the town could reject any response or proposal submitted; that the commission could reject the previously submitted bids and start over; that it was somewhat inappropriate that the proposal was submitted after the advertised date; that by rejecting the other bids the process would begin over.

Commissioner Shelly asked for an outline of what was in the late submittal.

Mr. Maxwell stated that the commission but the rules would have to be waived in order for him to provide and information.

Commissioner Piccarreto asked about the procedure to be followed at the meeting; that normally each item was considered and then commission taken; that he would like to discuss some items before a motion would be made.

DISCUSSION OF THE SALE/LEASE (Continued)

Mr. Maxwell stated that it was the idea was to discuss all the issues under Item 1 of the agenda; that the other two items on the agenda were more mechanical in nature; that if the commission wanted to discuss this item some action would be required by the commission.

Mayor Katica stated that time was important on the issue due to the nature of the golf business; that this was the height of the golf season; that further delay on making a decision could have a negative impact on the golf course operations; commented on a previous proposal some years ago for the development of the golf course property; stated that the decision was to be whether to lease or sale the property; that the town should move forward on this issue.

Discussions ensued regarding whether to move forward or not with including the latest proposal in the discussions; regarding whether the latest proposal should be considered as an after the fact proposal.

Mr. Ottinger commented on procedures for action by the commission; stated that the item on the agenda was for consideration and staff's analysis of the bids received in response to the Invitation to Negotiate; that the proposals were review, evaluated and ranked and are now set forth; that one proposal was selected and negotiations have been ongoing regarding the terms of a lease arrangement; that the finance board had heard the issue at their 4 o'clock meeting this afternoon; stated that a proposal was hand delivered during the time frame between today's finance board meeting and special commission meeting; that he thought it was a little late to submit something to be considered as far as equitable treatment and the notice of the agenda; that it would be his recommendation that the commission did not necessarily have to reject it or not considered it but he did not see how the commission could consider that proposal tonight.

Mr. Maxwell stated that there would not be any staff recommendation of that proposal as well; that if the commission wanted to waive the rules he could discuss the proposal; that the proposal had not be analyzed at all.

Commissioner Piccarreto asked about the rules in waiving the formalities of the bid process.

Mr. Maxwell stated that the commission did have the right to waive any formalities of the bid process; that the formality to be waived would be the requirement for the bids to be received by 9:00 AM on December 5, 2013; that by waiving the formalities the commission would be allowing bids received after that date.

Discussions ensued regarding waiving the formalities; regarding the terms stated in the Invitation to Negotiate; regarding any the town's ability to entertain another offer regarding the golf course.

Mr. Maxwell stated that the rule in question was a town rule and not a county, state or federal rule; that most entities have their own rules but generally speaking the rule was the same as Belleair's.

DISCUSSION OF THE SALE/LEASE (Continued)

Mr. Shelly moved to waive the rules of formality and consider all bids. Motion seconded by Commissioner Piccarreto.

Discussions: Commissioner Wilkinson asked if the town would be setting a precedence for future bids by waiving the formalities. Commissioner Fowler stated that he felt it was unfair to those who submitted the bids in a timely manner. Mr. Ottinger stated that it would put those who did respond in a timely manner at a disadvantage. Commissioner Wilkinson stated that he would not be comfortable in discussing the proposal since it did come in after the date and staff had not seen the proposal.

Mr. Maxwell stated that Commissioner Piccarreto was in his office when the proposal was delivered and he did see the proposal; that if the other commissioner did want to see it, it would be fair for everyone to see the same information; that in terms of considering the proposal there seemed to be some difference in considering the proposal and seeing it; that he would like to have action to consider.

Commissioner Piccarreto commented on the town's priority regarding the golf course; asked if the town was looking to lease or sale the property or retain the course and have it managed by someone; that in sitting through the Finance Board meeting today, the discussion was more towards a lease of the property; that undertones were a sale of the property at some point in time; that if the town were to move forward with a lease at any given time, anyone could come in with an offer to purchase the property and could be considered by the commission; that he did not see this situation would be any different; that if the town wanted to sale the golf course it could be a different process; that he did appreciate the comments made by other commissioners, however he did not see it as something underhanded or something not fair as at any given time the town could entertain and offer to purchase.

Vote on the motion was: Piccarreto – yes, Shelly – yes, Fowler – no, Wilkinson – no, Katica – no. Motion failed by a vote of 2 to 3.

Phil Doganerio, 224 Ponce de Leon Blvd., state that he could appreciate the circumstances under which the decision was made; that he did feel the commission had all the facts as Bruce Orr was a part of the original bid and has had a long experience in operating golf courses; that Green Golf Partners had been award the lease for a six month period; that Mr. Orr had expressed an interest in being involved in the rebid; that Mr. Orr was not notified of the process and did not hear of it until after the deadline; that it was not a situation where they were coming as an unknown by the town; that they appreciate the fact that they did miss the deadline; that it was his understanding it was the priority of the commission to sale the golf course and as he understands could still be the priority; that they were trying to make an attempt to meet the commission's desires by making what they felt was a valid offer for the golf course; that he was not sure if everyone understood what was being offered in terms of the lease; that he felt the facts were not provided and he felt it would premature to make a decision without all of the facts.

DISCUSSION OF THE SALE/LEASE (Continued)

Mr. Ottinger stated that it would be his recommendation that Mr. Maxwell provide a copy of the offer received today; that it would not be considered today and the commission always had the ability to consider the offer at a later time.

Mr. Maxwell stated that six bids were received, that two were for sale and four for lease; that after the scoring system the higher rated bid for sale was from Green Golf Partners at the \$3.4 million range with a twenty year pay back; that the other terms were within that document; that in comparing the sale offer with the lease offer presented by GGP staff felt the lease offer was probably more beneficial to the town and did not pursue the sale option; that the other sale offer was from Belleview Biltmore Partners for \$3.5 million for a one year financing at 6.5% interest and was contingent of the BBP purchase of the Belleview Biltmore Hotel; that as far as staff knows there was no dedicated time line for the close of the sale of the Hotel; that staff could not recommend the commission to move forward with the offer to purchase until more information was presented regarding the time line.

Commissioner Piccarreto asked how long Belleview Biltmore Partners had been working on the purchase of the Hotel.

Mr. Maxwell stated that it had probably been approximately two years.

Mayor Katica stated that he had received a call from Daniel Ades saying that they had nothing to do with the Heisenbottle Group and that it was a dead issue.

Commissioner Shelly stated that he did think it was a good time to sale a golf course; that they were selling at lower values than in the past; that values would go up with a longer lease and an better established financials.

Mr. Maxwell stated that four lease options were received; that one proposal from Cypress Golf Management did not have the requested information submitted with their offer; that staff did not pursue that offer; that there were three other bids, one from Club Pro Golf Group with a 10% gross revenue number at \$2.3 million with \$230,000 to the town; that Green Golf Partners bid a combination of lease payment and percentage at \$96,000 plus if it was over \$4,000,000 in gross revenue it would be 7% of gross revenue; that it was between \$2,000,000 and \$4,000,000 it would be 5% of gross revenue and if it was under \$2,000,000 it would be 3% of gross revenue; that it calculated out to \$2.3 million to be about \$211,000; that in discussion and negotiations changed a bit; that Clearwater Golf also bid a 3% gross revenue number that had a \$60,000 floor; that the calculation at \$2.3 million was \$69,000.

Mr. Maxwell stated that in the scoring staff did select Green Golf Partners as the highest score; that they scored a 79 with Club Pro coming in at 48 and Clearwater coming in at 34; that when discussion started with Green Golf one of staff's concerns was such a heavy percentage being based on gross revenues; that they did discuss with them and they agreed to shift some of that to the lease

DISCUSSION OF THE SALE/LEASE (Continued)

payment and they came up with a \$160,000 lease payment to be broken up into four quarterly payments at \$40,000 each; that it would be 6.5% of anything above \$1.6 million gross revenue that would be put it at about 78% at the \$2.3 million level; that the 78% would be guaranteed money and would net about \$205,000 and was a little less at the \$2.3 million level; that in the numbers that came in between \$1.7 and \$2 the town would get a little less in the range between \$2.1 and \$2.6 but was not a tremendous amount; that staff felt that having the guarantee seemed to make more sense; that there was some agreement on major points supplied in the document; that the major lease points with Green Golf were 1) the major financial point was the \$40,000 quarterly payment totaling \$160,000 annually; 2) the town would receive 6.5% of all revenue generated over \$160,000; 3) the lease was for ten years and renewable only on the agreement of both parties; 4) the notice of non-renewal would be at least 1.5 years prior to actual lease expiration; 5) GGP would expend a minimum of \$500,000 on town approved capital improvements over the life of the ten year lease and an additional \$500,000 if the lease was renewed for an additional ten year period.

Mr. Maxwell that there was another item that was not in the document provided to the commission but staff did want to discuss; that item pertained to an early termination clause that would affect Green Golf; stated that should the town want to break the lease early for years 0-3 there would be a \$480,000 penalty to the town; that for years 4-6 there would be a \$320,000 penalty to the town; that beyond that for years 7-9 there would be a \$160,000 penalty; that for year 10 would be in the non-renewal period and there would be no penalty; that there would also be ability for Green Golf to continue to lease with a future group in event of a sale of the property.

Commissioner Shelly asked if the town could sell the golf course if the lease was in place.

Discussions ensued regarding the scenario of selling the golf course property with the lease agreement in place.

Mr. Maxwell stated that the motion from the Finance Board, with a vote of 4-3, was to not to move forward with the lease agreement; that the motion was based on a request for additional information and review of the actual lease agreement.

Discussions ensued regarding the motion and the reasoning for the motion made by the Finance Board; regarding the lack of discussions by the Finance Board on the major lease points.

Commissioner Fowler moved that the Belleview Biltmore Golf Course not be sold. Motion seconded by Commissioner Shelly.

Discussion: Commissioner Piccarreto stated that he was not sure where the commissioners was getting direction from staff to move forward with the lease; that he had heard allegations that this was not the time to sale the golf course; that he had not seen any facts supporting one way or the other; that such information had not been presented; that should the golf course be leased Mr. Maxwell could provide information in that regard; that the town should need to know the risks and

DISCUSSION OF THE SALE/LEASE (Continued)

what liability the town would face if the golf course were to be leased; commented on the need for due diligence in the matter.

Commissioner Fowler withdrew the motion not to sale the golf course. Commissioner Shelly withdrew the second on the motions.

Tom Olson, Chairman of the Finance Board, commented on expectations of the lease agreement; commented on the expectations of the gross revenue to increase for the golf course; commented on reasons to not to sell the golf course based of the expected growth of the golf course; commented on the reasons for rejecting offers to purchase the golf course property because had the town financing the purchase; stated that financing the purchase of the golf course would not be in the best interest of the town.

Commissioner Fowler asked the urgency in the town taking action at this time; asked why it was necessary to consider a lease agreement; stated that GGP was doing a great job managing the course; that why not extend their contract for another year.

Mr. Maxwell stated that the current agreement had expired with GGP; that GGP may be willing to move forward with something; that they may have some concerns; that the timing of starting a lease could affect the revenues for GGP and the town; that there could be discussion for entering into a longer extension of the current lease contract.

Commissioner Fowler commented on concerns expressed by Commissioner Piccarreto.

Commissioner Piccarreto commented on expected criticism for taking action at this time; that he would like some feedback from the Finance Board after they discuss the major lease points that were addressed by Mr. Maxwell; commented on the pros and cons of the lease and the effects on club membership and revenues; commented on establishing the development restrictions for the property and sell the property; asked if the bids received were sufficient for the town's due diligence.

Mr. Maxwell stated that it was staff's recommendation to lease the golf course based on gross revenues for the last year under the management of GGP; that the lease amounts could be brought back into the town and put a portion of the funds away for capital improvements on the golf course; that the property could be more valuable at a later time; that staff had confidence in GGP; expressed concerns in the ability of Club Pro to get the job done; commented on the staff proposed by Club Pro; commented on the restrictions placed on GGP based on the short term lease; commented on expectations for future revenues.

Commissioner Piccarreto commented on remarks of Mr. Olson regarding the sale of the golf course with the town holding the mortgage on the property; commented on concerns expressed and impact on the town should the town hold the mortgage on the golf course.

DISCUSSION OF THE SALE/LEASE (Continued)

Mr. Olson stated that the problem was financial information provided and that necessary financial information was not provided from any of the proposed buyers of the property.

Commissioner Piccarreto asked if there was an appropriate value for the golf course had been determined.

Mr. Maxwell stated that the multiplier used during the evaluations was \$161,000 per \$100,000 at \$2.3 million; that market would also have to move with that calculation; that the multiplier would remain the same and maintain the same level of performance and effective infrastructure.

Commissioner Piccarreto asked the urgency in taking any action at this time.

Mr. Maxwell stated that there were a lot of factors including the impact on membership; that continuing another year of the manage agreement may not be favorable to the successful management of the golf course operation; that if enter into a management agreement it would be best to have a multi-year agreement; that a multi-year agreement would at least ensure some stability for membership and provide for some increase in revenues; commented on the capital improvements the town would be responsible for with a short term agreement.

Commissioner Shelly commented on resident's fear and unexpected management of the course with short term agreements.

Mayor Katica commented on the impact of past issues with employees that GGP did not have any control over since they were not in total charge.

Commissioner Fowler stated that he was aware of three legitimate offers for purchase of the hotel to be restored and make it a destination resort; that within 30 to 60 days Mr. Heisenbottle would have his funding in place; that the golf course was a vital portion of the sale of the hotel.

Mr. Maxwell stated that Mr. Ottinger had staff with golf course expertise in his office working on the agreement.

Commissioner Fowler asked if a lease document was received.

Mr. Maxwell stated that a proposal was received; that the lease agreement would be prepared by the town attorney and town staff; that typically the entire lease contract would not be provided and would not ask for comment on the entire contract; that those legal, liability pieces to ensure the protection of the town and getting the commission to move on the main points of the agreement.

Commissioner Fowler asked if the Finance Board did not take action on the matter because there was not lease agreement to review.

DISCUSSION OF THE SALE/LEASE (Continued)

Commissioner Piccarreto stated that he felt it was the opinion half the Finance Board members wanted to see the lease and the other members were in favor of the lease and did not feel it was their responsibility to critique the lease; that it was the responsibility of the commission to make the decision on the lease.

Tom Kurey, 153 Palmetto, commented on the vote by the Finance Board and stated that it was not against GGP; stated that the board wanted more information and felt more time was needed for due diligence; that he was not in favor of having either the Finance Board or the commission making a decision at this time; that he felt seeing the lease document should be considered; commented on what he felt was the objective for the town's purchase the golf course; stated that the commission should consider all the risks to the town and do their due diligence.

Commissioner Piccarreto asked Mr. Kurey what the board was looking for with a time extension; that he did not hear what the board wanted to do in the two week extension they were asking for.

Mr. Kurey stated that they were not experts on golf course management and operation; that they wanted a better explanation of the risks to the town; that he asked what risk would the town retain by continuing to lease or own the golf course; that he felt waiting a week would be helpful.

Commissioner Piccarreto asked whose due diligence was necessary.

Mr. Kurey stated on the town's part.

Commissioner Piccarreto asked Mr. Maxwell how much due diligence had he done on this matter.

Mr. Maxwell commented on the efforts put into the process over the past few months; provided comments on the early termination clause in the lease agreement; that staff had done a lot of research on the golf course operation and management.

Commissioner Piccarreto asked Mr. Maxwell if due diligence had been done on GGP.

Mr. Maxwell stated that staff had done their due diligence on GGP and all was positive; that he had had conversation with different municipal and non municipal groups GGP had done business with; that he had several conversations with Mr. MacAtee and Mr. Rodems and those conversations had been very straight forward; that there had also been conversation with local folks that worked with the tourism board who were very complimentary of GGP; that he had very good references on GGP.

Commissioner Piccarreto stated that staff had been working on the matter for over 11 months; that it was not accurate to say the town had not done their due diligence; that he felt there might be a comfort level with the Finance Board in wanting to know all of the ingredients to the agreement was the issue; that the commission wanting to make sure they were doing the right thing based upon the information they were presented was a different matter and not the fact that Mr. Maxwell and the

DISCUSSION OF THE SALE/LEASE (Continued)

town had not done their due diligence; that the commission could not micro manage Mr. Maxwell but only them what they wanted from him.

Discussions ensued regarding information lease agreement and expectations from GGP; regarding the 6.5% of revenues from GGP; regarding the overall amount of the bids presented; regarding the comparison of GGP to other bidders and the comfort level with information provided by GGP; regarding the higher \$200,000 guarantee amount presented by GGP; regarding the advantages of a long term 10 year lease agreement; regarding a deadline included in the Invitation to Negotiate for making a decision on the proposals submitted.

Phil Doganiero, 224 Ponce de Leon Blvd., asked what the objective of the town regarding the golf course property; that it was his understanding that the town was in the position to sell the property; commented on the difference between the bids; commented on the town's intention for money received from the golf course operation; stated that he would like to see some improvement made in town; commented on the amount of taxes he pays.

Commissioner Shelly asked to hear from the representative from Green Golf Partners.

Matt MacAtee, President and principal owner of Green Golf Partners; stated that he does a lot of business with municipalities; that he has three municipal leases that total more than 40 years; that he had a good working relationship with the town; that golf business was tough; that he expect to improve the course and membership in the long term; that the course was in good condition; that he could not state what risks the town could face; commented on the expected positive revenue; that there were no early termination clause in any other agreements and asked for one in this agreement because of the potential sale of the property; that they would work with the town in any decision made; that he and his staff wanted to be in Belleair.

Commissioner Piccarreto asked Commissioner Wilkinson his thoughts.

Commissioner Wilkinson stated that he felt the finance board and everyone in the audience wanted the best for the town; that he did not think it was a good time to sell the golf course; that it would be more profitable down the road; that he did not think the town manager and town attorney should be micro managed; that the commission needed to make a decision; that if the hotel was sold the golf course could still be an option for purchase.

APPROVAL OF ORDINANCE NO. 493 – APPROVING LEASE FOR BELLEVIEW BILTMORE GOLF COURSE

Commissioner Shelly moved approval of emergency Ordinance No. 493 – regarding the lease of certain real property in excess of one year in the name of the town. Motion seconded by Commissioner Fowler.

Discussion: Commissioner Fowler asked what was in place to protect the golf course from development. Mr. Maxwell stated that with the lease the town would control land use; that GGP would not have the ability to develop the property; that there could be reasonable expansion with golf course related uses.

Mr. Ottinger stated that the lease would acknowledge that the town would retain the right to facilitate the proposed conservation easement.

Commissioner Wilkinson asked the next step for the town if the lease agreement were to be approved.

Mr. Maxwell stated that if the commission approved the ordinance then Mr. Ottinger and he would prepare the lease; that the commission would then authorize him to sign off on the lease and execute the final lease.

Commissioner Fowler stated that he thought the commissioners should review the final lease agreement.

Mr. Ottinger stated that if in concept the commission agreed to a lease proposal basic structure would then give the manager and he the authority to negotiate the details; that the lease could then be presented to the commission for final edification at the next meeting.

Discussions ensued regarding the time line for preparing the lease agreement and presenting to the commission for final review; regarding the comfort level of the commission approving a document they have not seen; regarding avoiding discussion of specific legal issues; regarding the expected goal of the town for the golf course; regarding the protection of development on the property; regarding the town holding onto the property for a period of time; regarding the comfort level of the commission with the overall concept for the golf course property.

Discussions ensued regarding the procedures for final approval of the lease process and the significance of emergency Ordinance No. 493; regarding scheduling a special meeting for final approval of the lease agreement; regarding appointing a point person to be involved in the review process of the lease agreement.

Commissioner Shelly amended the motion to approve the drafting of a lease agreement with Green Golf Partners. Motion seconded by Commissioner Fowler.

Vote on the motions was unanimous.

It was the consensus of the commission to have a Special Meeting on Wednesday, January 15, 2014 at 5:00 PM for the purpose of drafting a lease agreement with Green Golf Partners for the operating and ongoing maintenance and up keep of the golf course and all assets associated with the course.

It was determined that it was not necessary to take action on Agenda Item 3, approval of authorization of town manager to enter into final lease/sale agreement, at this time.

ADJOURNMENT

There being no further business to come before the commission the special meeting was adjourned in due form at 6:40 PM.

Town Clerk

APPROVED:

Mayor

MINUTES OF SPECIAL MEETING OF THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA HELD AT TOWN HALL ON JANUARY 7, 2014 AT 5:30 PM

PRESENT: Deputy Mayor Stephen Fowler
Commissioners Tom Shelly
Michael Wilkinson
Kevin Piccarreto
Town Manager Micah Maxwell
Town Attorney David Ottinger

Deputy Mayor Fowler led the Pledge of Allegiance.

Quorum was present on roll call with Deputy Mayor Fowler presiding; the meeting was called to order at 5:30 pm.

PUBLIC HEARING – MOWING RESOLUTION

There was no mowing resolution for consideration.

PUBLIC HEARING – RESOLUTION NO. 2014-01 AUTHORIZING LIEN FOR DELINQUENT WATER SERVICE CHARGES

Mr. Maxwell read Resolution No. 2014-01 authorizing lien for delinquent water service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli; that the amount of the lien was \$85.61; that the utility remained unpaid since October 10, 2013.

Commissioner Shelly moved approval of Resolution No. 2014-01 authorizing lien for delinquent water service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli. Motion seconded by Commissioner Wilkinson and carried unanimously.

PUBLIC HEARING – RESOLUTION NO. 2014-02 AUTHORIZING LIEN FOR DELINQUENT SEWER SERVICE CHARGES

Mr. Maxwell read Resolution No. 2014-02 authorizing lien for delinquent sewer service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli; that the amount of the lien was \$94.61; that the utility remained unpaid since October 10, 2013.

Commissioner Wilkinson moved approval of Resolution No. 2014-02 authorizing lien for delinquent sewer service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli. Motion seconded by Commissioner Shelly and carried unanimously.

PUBLIC HEARING – RESOLUTION NO. 2014-03 AUTHORIZING LIEN FOR DELINQUENT SOLIDWASTE COLLECTION SERVICE CHARGES

Mr. Maxwell read Resolution No. 2014-03 authorizing lien for delinquent sewer service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli; that the amount of the lien was \$133.68; that the utility remained unpaid since October 10, 2013.

PUBLIC HEARING – RESOLUTION NO. 2014-03 (Continued)

Commissioner Wilkinson moved approval of Resolution No. 2014-03 authorizing lien for delinquent solid waste collection service charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli. Motion seconded by Commissioner Shelly and carried unanimously.

PUBLIC HEARING – RESOLUTION NO. 2014-04 AUTHORIZING LIEN FOR DELINQUENT STORMWATER UTILITY CHARGES

Mr. Maxwell read Resolution No. 2014-04 authorizing lien for delinquent stormwater utility charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli; that the amount of the lien was \$47.68; that the utility remained unpaid since October 10, 2013.

Commissioner Shelly moved approval of Resolution No. 2014-04 authorizing lien for delinquent stormwater utility charges for property located at 1614 Indian Rocks Road owned by Daniel Petrucelli. Motion seconded by Commissioner Wilkinson and carried unanimously.

ADJOURNMENT

There being no further business to come before the commission the special meeting was adjourned in due form at 5:35 PM.

Town Clerk

APPROVED:

Deputy Mayor

TOWN MANAGER'S REPORT (Continued)

Deputy Mayor Fowler asked for an update on the town's infrastructure projects.

Mr. Maxwell stated that the Mehlenbacher Project was moving forward with the curbs to be poured this week and paving would take place next week; that Osceola was paved today and were down to the punch list items for that project; that Druid Road was scheduled for total completion by February 1; that the roundabout at Indian Rocks Road would begin in two to three weeks; that the Pinellas/Althea Project would be going out to bid in the next few weeks.

Discussions ensued regarding the start date for the new recycling collection program.

Discussions ensued regarding the completed repairs on the Manatee Project "blowout".

TOWN ATTORNEY'S REPORT

Mr. Ottinger stated that he was continuing to prepare the revised lease agreement for the golf course; that he would expect to have it finalized by the Special Meeting for January 15th; commented on overcharge by street sweeping service for the past several years; that the charges were not consistent with the bid and contract document; that the contractor had been contacted in that regard.

MAYOR AND COMMISSIONER'S REPORT/BOARD AND COMMITTEE REPORTS

Commissioner Piccarreto stated that the Historic Preservation Board did not have a meeting in December and no meetings scheduled for January; stated that on Monday in the Mayor's absence he attended the RPD Homeowners meeting; commented on the resolution submitted by the RPD endorsing the RM-10 zoning concept with some amendments.

Commissioner Shelly stated that the Park and Tree Board did not meet in December; distributed materials for the priorities for Suncoast League of Cities.

Commissioner Wilkinson stated that the Recreation Board did not have a meeting; that the town wide Garage Sale would be held this week end; that the Belleair Sunset 5K Fun Run would be Saturday, February 15th; that on Friday, January 24th Miss Victoria would have a concert at 7:00 PM; that the Beatle Mania Concert would on Sunday, March 9th; that Elton John and Billy Joel Tribute Concert would be on April 6th.

Deputy Mayor Fowler stated that the Infrastructure Board met last yesterday and discussed the update on the current infrastructure projects; that the new Public Works Building was not open and looked great; that the old building would be demolished and replaced with a parking lot; that the Planning and Zoning Board would meet on Monday, January 13 at 5:30 PM; that the Finance Board would meet on Thursday, January 16 at 5:00 PM.

POLICE CHIEF'S REPORT

Chief Edwards reported on recent residential burglaries; commented on vehicle burglaries; commented on recent vehicle accident on Bayview Drive; commented on drug activity in one of the town parks; commented on arrest of suspect with outstanding warrants; commented on the arrest of James Spencer for probation violations.

DISCUSSION OF FRATERNAL ORDER OF POLICE CONTRACT

Mr. Murphy provided comment on the agreement for police officers; stated that staff worked with the FOP Union Representative to work through the agreement for the next three years; that the current agreement expired in September 2013; that the pay levels would remain and no salary increases; commented on the "me too clause" which means that benefits provided to general employees would also apply to the officers as well; that the three major changes were to have subpoena powers put in writing; request for safety eye ware in lieu of foot ware; vacation accrual for officers with 1-5 years of service would receive an additional two days of vacation time; that other than those items the agreement mostly remains unchanged from previous agreement.

Commissioner Shelly commended Mr. Murphy for preparing the agreement.

Mr. Murphy stated that the agreement had been approved by the officers.

ESTABLISHING AGENDA FOR REGULAR MEETING SCHEDULED FOR JANUARY 21, 2014 AT 6:30 PM

Deputy Mayor Fowler announced the following items scheduled for public hearing for the January 21, 2014 regular meeting at 6:30 pm:

1. Second and final reading – Ordinance No. 492 – Vacating Right of Way at 303 Sunny Lane.
2. First Reading – Proposed Ordinance No. 490 – Amending the Comprehensive Plan
3. First Reading – Proposed Ordinance No. 491 – Amending the Land Development Code.
4. Request for variance – 1357 Pinellas Road – Brand Shank.
5. Mowing Resolution.

On motion duly made and seconded the following agenda was established for the December 17, 2013 regular meeting at 6:30 pm:

**CITIZENS' COMMENTS
CONSENT AGENDA**

1. Approval of Minutes – Special Meeting –December 3, 2013
Work Session –December 3, 2013.
Regular Meeting –December 17, 2013.

ESTABLISHING AGENDA FOR REGULAR MEETING (Continued)

GENERAL AGENDA

Consideration of:

1. Approval of Fraternal Order of Police Contract.

ADJOURNMENT

There being no further business to come before the commission the meeting was adjourned in due form at 6:10 PM.

Town Clerk

APPROVED:

Deputy Mayor

MINUTES OF SPECIAL MEETING OF THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA HELD AT TOWN HALL ON JANUARY 15, 2014 AT 5:00 PM

PRESENT: Mayor Gary Katica
Commissioners
Stephen Fowler
Tom Shelly
Michael Wilkinson
Kevin Piccarreto

Town Manager Micah Maxwell
Town Attorney David Ottinger

Mayor Katica led the Pledge of Allegiance.

The meeting was called to order at 5:00 PM with Mayor Katica presiding; quorum was present on roll call.

DISCUSSION AND APPROVAL OF THE BELLEVIEW BILTMORE GOLF CLUB LEASE AGREEMENT – GREEN GOLF PARTNERS

Mr. Maxwell stated that the lease for the golf course was provided; that the commission had previously discussed leasing the golf course to Green Golf Partners; that the major points had been identified and entered into some general agreement with Green Golf; that the only item with substantial changes was the early termination clause and was altered to be 1.5 times the net income.

Discussions ensued regarding the nature of early termination clause and the recourse to each participant in the lease agreement.

Commissioner Fowler inquired about the sliding scale of percentages for increased revenues.

Mr. Maxwell stated that there was no sliding scale but in the original bid document was \$96,000 base with 5% of gross at \$2,000,000; that under \$2,000,000 it dropped to 3% and at \$4,000,000 it increased to 7%; that staff had concerns early on with that formula in it came in at \$1,990,000 the town would be at 3%; that there was concern that it would not reach the \$4,000,000 in annual revenue; that staff asked that the base amount be increased and recalculate looking at all of the dollars above \$1.6 million; that in doing that there was a guarantee on a larger portion of the money and that only about 25% was impacted by the adjustment in revenues; that with the recalculations it would be easier to budget to knowing \$160,000 would be expected and hopeful for another \$40,000 plus with the last 25%.

Commissioner Fowler stated that the other calculations was similar to a landlord tenant situation in a retail facility where the landlord was in a position to assist the tenant to be more successful.

Mr. Maxwell stated that staff wanted to separate somewhat from the management involvement and pushing those things due to the town's lack of experience in operating a golf course.

DISCUSSION AND APPROVAL OF LEASE AGREEMENT (Continued)

Mr. Ottinger stated that the lease was lengthy and thorough lease agreement; suggested a review of the synopsis of the major deal provisions at they affect the town; that there was a ten year term on the lease agreement; reviewed the base rent of \$40,000 per quarter and 6.5% over the gross annual revenues in excess of \$1.6 million; that GGP would be responsible for all management and maintenance of the property; that standards and limitation were also stated as to the quality of the club; commented intent of staff to have a consultant in to evaluate the current status of the club and comparables as to particulars if the club house and course were not kept in condition not worse than existing at time of lease commenced; that Bardmoor Country Club was identified as the specific comparable; that there was a good feeling that GGP knows that they must maintain a quality course in order to improve revenues and membership.

Mr. Maxwell stated that a USGA pro would provide a base line of established minimum standards were for the course.

Mr. Ottinger stated that staff was working on the lease agreement until late yesterday afternoon and there were some items to be cleaned up upon approval by the commission; that the synopsis provided the major terms of the agreement.

Mayor Katica stated that he would like to review the synopsis; that he would particularly like to discuss Section 34 of the agreement as it applies to the land use restrictions.

Mr. Ottinger stated that Section 34 specifically acknowledges the town's intention to impose permanent or extended land use restrictions on the premises through deed restrictions or grant of a conservation easement and would be restricted to recreation/open space only; that such restrictions would not interfere with the golf course operations; that GGP acknowledges the plans and consents to the implementations and agrees not to interfere with those implementations.

Discussion ensued regarding the exact intent of Section 34; regarding the property remaining as open space and not to be developed.

Mr. Ottinger commented on the commitment by GGP for certain capital improvements in the amount of \$500,000 over the period of the lease; commented on big ticket items that could require replacement before the 10 year term; that expenses for those items would be shared; commented on the current lease of golf carts and grounds equipment; commented on fire and casualty insurance to be provided by the town and tenant would be responsible for providing general insurance with a minimum limit of \$2,000,000 and automobile liability, workers compensation and casualty insurance for any of tenants personal property.

Mr. Murphy commented on previous insurance premium for the golf course.

DISCUSSION AND APPROVAL OF LEASE AGREEMENT (Continued)

Mr. Ottinger further stated that the tenant would not assign the lease or sublet the property without the town's consent; commented on the town's reserved rights to take care of the proposed land use restrictions on the property; commented on the town's need to access the property as it serves as a water shed and water management area; commented on the early termination clause in the agreement.

Commissioner Fowler asked about development restrictions in the lease agreement.

Mr. Ottinger stated that it was the intent to advise the tenant of the development restrictions.

Mr. Maxwell stated that when the town did enter into the conservation easement it would be with a third party; that the third party would be the ones to release the easement; that entering into the agreement with an agency that was open space and environmentally friendly seemed the most appropriate way to do it.

Commissioner Fowler inquired about Management Services and the quarterly reports and any special events planned at the club for the next three months; inquired about Maintenance and Repairs of Premises the current bad condition of the entrance pergola and if the town would be responsible for that repair.

Mr. Maxwell stated that town would be responsible for structural repairs.

Commissioner Fowler asked about the name of the club.

Mr. Maxwell stated that the name in the agreement was Belleview Biltmore Golf Course and Pelican Golf Course; that those were the names to be used or any like name.

Commissioner Shelly commented on the town being involved in any leases beyond the ten year scope.

Mr. Ottinger commented on the need for seamless continuation for leased equipment.

Neal Palenzuela, stated that he was not opposed to the lease; that he was concerned about the restrictions for development on the property; that he would like to see the issued resolved now.

Mr. Maxwell stated the staff did expect to have something completed in the near future after completion of the lease agreement process.

Tom Kurey, 153 Palmetto Road, stated his concerns about the lease after Mr. Maxwell and he met with the consultant last Friday; that the consultant did not feel that certain language in Sections 14 thru 16 should not be in the lease agreement; that the town had done a good job in preserving the golf course; that he felt a sale option should be considered for the property; that he was only trying to develop the best lease for the town; that he had no other interest in the matter.

DISCUSSION AND APPROVAL OF LEASE AGREEMENT (Continued)

Mr. Maxwell stated that the final lease agreement did address the comments made by Mr. Kurey and the language was changed.

Mr. Ottinger stated that under a commercial tenant/landlord lease typically the landlord would be the primary insurer and owner of the policy; that the early termination was a management decision; that if the town should sale the tenant would want compensation.

Mr. Maxwell stated that he did discuss the issue with GGP; that GGP felt they needed some protection.

Discussions ensued regarding the terms and liability of GGP and the town for the early termination clause in the agreement.

Matt McIntee, President of Green Golf Partners, stated that all other municipal clients insure their buildings; that with regard to the early termination clause, they have never had an early termination clause in a lease and felt that with their investment they would need such protection due to the impact the sale of the course would have on their operation and the financial responsibilities they would incur; that in most cases the early termination clause was associated with management agreements.

Karman Hayes, 220 Belleview Blvd., asked if the lease agreement was available to the public; stated that it was her understanding that it was a contract and not a public record; that it seemed that the commission was moving quickly with the lease of the property; that the commission was aware there were a number of parties interested in purchasing the property.

Mr. Maxwell stated that the lease was on line and available to the public.

Karla Rettstatt, 308 Roebling Road, stated that the purchase of the golf course was a new venture for the commission; that it was the intention to buy the golf course to save it from development; that she hoped the development restrictions were in place soon; that she supported leasing GGP as experts in the golfing industry.

Mr. Maxwell stated that there was no action required at this time as this was a discussion item.

APPROVAL OF EMERGENCY ORDINANCE NO. 493 – APPROVING LEASE FOR BELLEVIEW BILTMORE GOLF COURSE

Commissioner Shelly moved approval of Emergency Ordinance No. 493 approving lease for the Belleview Biltmore Golf Course. Motion seconded by Commissioner Wilkinson.

Discussion: Commissioner Piccarreto expressed appreciation to Mr. Kurey for his time in working with staff, consultants and finance board in the matter; stated that he agreed with citizens' comments; that he would still lean toward selling the property; that the commission needed to

APPROVAL OF EMERGENCY ORDINANCE NO. 493 (Continued)

complete the development restrictions for the property; that he had concerns with entering into a ten year lease of the property; that his understanding was that it was the intention to sale the property and the town should have identified their goal for the property and not enter into a long term lease; that the town should have looked into marketing the property; that removing development rights would restrict the value of the property; that he felt the town did not consider the purchase proposals submitted for the property and may have missed the best opportunity to sale the property.

Vote on the motion to approve Emergency Ordinance No. 493 carried unanimously.

OTHER BUSINESS

Lavon Johnson, 220 Belleview Blvd., commented on the benefit of having the hotel in Belleair and its historic value.

ADJOURNMENT

There being no further business to come before the commission the special meeting was adjourned in due form at 5:55 PM.

Town Clerk

APPROVED:

Mayor

Summary

To: Planning and Zoning
From: David Healey, Town Consulting Planner
Subject: Planned Mixed Use Zoning Discussion
Date: 2/13/2014

Summary: Conceptual discussion of planned mixed use zoning district

Previous Board Action: The town commission asked staff to bring this item forward at the 2/4/14 meeting.

Background/Problem Discussion: The objective is to create a new zoning district that would accommodate either, or both, hotel and residential use. In particular it would be designed to apply to the Belleview Biltmore Hotel property and allow for the complete or partial restoration of the existing hotel, a new hotel facility, residential use, or some combination of the above.

The idea would be to create a new planned mixed use zoning district [perhaps called "Planned Mixed Use" (PMU)] that would establish a process and criteria that would be implemented in two steps as follows:

1. The Town would initiate amendment of the Land Development Code to establish the procedure and criteria for the new district in the Code; and
2. Upon application by an owner, the Town would consider approval of an amendment to the zoning map for a specific project, based on the proposed site development plan for the property.

Alternatives/Options: Among the factors to be considered in the creation of such a "Planned Mixed Use" zoning district are the following:

- Corresponding Future Land Use Plan Category – The proposed mixed use zoning category would be available only in conjunction with the Commercial General (CG) plan category
- Historic Preservation – Any change to the existing hotel property would be required to comply with the historic preservation ordinance in conjunction with and precedent to any rezoning and site development plan approval.
- Density/Intensity – Could be based on specific density standards for each use, or on a sliding scale or bonus system based on the Town's desired outcome. For example, the density for hotel use could use an absolute number based on the existing standard of 28 units per acre, select some other specific number, or establish a base density with a density/intensity bonus granted for a project that included a significant historic preservation component. A similar formula could be constructed for residential use.

- Notes:
1. The maximum permitted hotel density for the Commercial General plan category under the Countywide Rules is 40 per acre; or if done pursuant to Sec. 4.2.7.6 of the Rules, 60 per acre
 2. In a mixed use scenario density/intensity is calculated on the basis of each use in proportion to the lot area attributable to each – such that it does not constitute “double-counting.”
- Building Height – Building height provisions could be established as specific standards or based on a bonus system similar to the concept proposed for the RM-10 zoning district.

Financial Implications: N/A

Recommendation: Staff recommends that the commission direct staff to develop the specifics of a planned mixed use zoning district for further consideration, staff would prepare a draft ordinance for review and direction by the Commission at a future meeting.

Proposed Motion: I move to direct staff to formulate a planned mixed use zoning category.

Summary

To: Mayor and Commissioners
From: Micah Maxwell, Town Manager
Subject: Discussion of reconsideration of Ordinance 491
Date: 2/10/2014

Summary: At the February 4th meeting the commission asked to bring forward a discussion item to decide whether or not to reconsider Ordinance 491

Previous Board Action: At the January 22nd meeting the commission voted to table consideration of Ordinance 491 for six months.

Background/Problem Discussion:

Alternatives/Options:

1. Reconsider Ordinance 491 prior to the six month time period
2. Continue with the six month time period

Financial Implications: N/A

Proposed Motion: A motion to reduce the amount of time until the Ordinance could be continued would have to be made by one of the three commissioners that voted to table the issue.

I move to reconsider Ordinance 491 at X meeting.

No motion is required to continue with the six month time period.

Summary

To: Mayor Katica, Commissioners, Micah Maxwell
From: JP Murphy
Subject: Resolution 2014-09 Golf Fund Balance Policy
Date:02/11/2014

Summary: The fund balance policy in the golf fund will need to be amended to reflect the change in operations.

Previous Commission Action: The commission previously approved the existing fund balance policy.

Background/Problem Discussion: Now that the golf course will be under Green Golf Partners' management through leasehold with the town, staff is recommending revision of the fund balance policy for the Golf Fund. Specifically, staff recommends retaining a minimum undesignated fund balance of 10% of one year's operating expenditures (excluding capital and transfers) for purposes of reserve. At the current expenditure levels this amount is approximately \$200,000 dollars. The current fund balance of the fund includes \$500,000 transferred in from the General Fund, and would be returned upon passage of the new fund balance policy.

In addition, Staff is recommending an annual \$50,000 dollars be set aside and assigned for future capital expense. Industry best practice calls for 2% to 4% of annual revenues to be reinvested into the capital improvement of courses and facilities. At the current revenue levels, this would translate to an approximate \$40,000 to \$80,000 dollars annually.

Alternatives/Options: Open for discussion.

Financial Implications: Retaining an approximate \$200,000 dollar undesignated fund balance and an annual \$50,000 assignment for capital expense.

Recommendation: Staff recommends approval of the Golf Fund Balance Policy as provided.

Proposed Motion: I move approval of Resolution 2014-09, Amending the Golf Fund Balance Policy.

RESOLUTION NO. 2014-09

A RESOLUTION OF THE TOWN OF BELLEAIR, FLORIDA, REVSING THE FUND BALANCE POLICY OF FUND 115 “THE GOLF FUND”, A SPECIAL REVENUE FUND, FOR CARRYING ON THE OPERATIONS OF THE BELLEVIEW BILTMORE GOLF COURSE.

WHEREAS, The town previously approved Resolution 2013-05, establishing the Golf Fund; and,

WHEREAS, the Town entered into a leasehold with Green Golf Partners LLC; and,

WHEREAS, the town should revise its fund balance policy to reflect the change in operations; and

WHEREAS, special revenue funds are used to account for the proceeds of specific resources that are restricted or committed for purposes other than debt service or capital projects; and

WHEREAS, Special Revenue Fund (115), known as the Golf Fund, was established to clearly account for the income and expenditures directly related to golf course operation; and

WHEREAS, funds are required to establish a minimum available fund balance; and

WHEREAS, the town’s golf fund balance policy requires a minimum of 10% percent of the annual operating expenditures be held in reserve; and

WHEREAS, the estimated annual expenditures are estimated to be \$2,000,000 is estimated to be needed for ongoing operations in 2014; and

WHEREAS, the town must periodically reinvest in the Belleview Biltmore Golf Course’s capital assets; and

WHEREAS, staff recommends an annual balance of \$50,000 dollars, each year be assigned specifically for future capital improvement expenses;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA:

That the Fund Balance Policy for the Special Revenue Fund, Fund 115, and “The Golf Fund” be amended for the purposes of defining minimum fund balance assignments and reserves directly related to golf course operations. The full text of the Golf Fund Balance Policy will be recorded herein as Exhibit “A”.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA, this 18th day of FEBRUARY, A.D., 2014.

-
Mayor

ATTEST:

Town Clerk

TOWN OF BELLEAIR
GOLF SPECIAL REVENUE FUND BALANCE POLICY

EXHIBIT A

INTENT

The intention of this policy is to ensure that sufficient fund balance in the Golf Fund is reserved for future capital expense, operational reserve, and emergency expenses.

A. DEFINITIONS

Fund Balance – As defined by the *Governmental Accounting, Auditing and Financial Reporting* of the Government Finance Officers Association, fund balance is “The difference between assets and liabilities reported in the government fund.”

Non-Spendable Fund Balance – Amounts that are (a) not in spendable form or (b) legally or contractually required to be maintained intact. “Not in spendable form” includes items that are not expected to be converted to cash (such as inventories and prepaid amounts) and items such as long-term amount of loans and notes receivable, as well as property acquired for resale. The corpus (or principal) of a permanent fund is an example of an amount that is legally or contractually required to be maintained intact.

Restricted Fund Balance - Amounts that can be spent only for specific purposes stipulated by (a) external resource providers such as creditors (by debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Commission, the highest level of decision making authority. Commitments may be changed or lifted only by the Commission taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned Fund Balance – Includes spendable fund balance amounts established by management that are intended to be used for specific purposes that are neither considered restricted nor committed.

Unassigned Fund Balance – Unassigned fund balance is the residual classification for the Golf Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the Golf Fund. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

Unrestricted Fund Balance – The total of *committed fund balance, assigned fund balance, and unassigned fund balance*.

Reservations of Fund Balance – Reserves established by Commission (*committed fund balance*) or management (*assigned fund balance*).

B. PURPOSE

The Town hereby establishes and will maintain Fund Balance, as defined herein, in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. Fund Balance shall be composed of non-spendable, restricted, committed, assigned and unassigned amounts.

A Fund Balance Policy is adopted in order to secure and maintain investment-grade credit ratings, meet seasonal shortfalls in cash flow, and reduce susceptibility to emergency or unanticipated expenditures and/or revenue shortfalls. Fund balance information is used to identify the available resources to repay long-term debt, reduce property taxes, add new governmental programs, expand existing ones, or enhance the financial position of the Town in accordance with policies established by the Commission.

This Fund Balance Policy establishes:

- a) Fund balance policy for the Golf Fund;
- b) Reservations of fund balance for the Golf Fund;

- c) The method of budgeting the amount of estimated unrestricted fund balance (also known as *estimated beginning fund balance*) available for appropriation during the annual budget adoption process (prior to the actual audited fund balance being known) and what actions may need to be taken if the actual fund balance is significantly different than the budgeted fund balance and
- d) Establish the spending order of fund balances.

C. FUND BALANCE POLICY (GOLF FUND)

1. RESTRICTED FUND BALANCE

There is no restricted fund balance in the Golf Fund. Amounts that can be spent only for specific purposes stipulated by (a) external resource providers such as creditors (by debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation will be budgeted and reported in special revenue funds, capital project funds or debt service funds.

2. COMMITTED FUND BALANCE

Commitment of fund balance may be made for such purposes including, but not limited to, a) major maintenance and repair projects; b) meeting future obligations resulting from a natural disaster; c) accumulating resources pursuant to stabilization arrangements; d) establishing reserves for disasters; and/or e) for setting aside amounts for specific projects.

Commitment of fund balance may be made from time-to-time by resolution of the Commission. Commitments may be changed or lifted only by the Commission taking the same formal action that imposed the constraint originally (resolution). The use (appropriation) of committed fund balances will be considered in conjunction with the annual budget adoption process or by budget amendment approved by resolution of Commission during the fiscal year.

3. ASSIGNED FUND BALANCE

Assignment of fund balance may be a) made for a specific purpose that is narrower than the general purposes of the government itself; and/or b) used to reflect the appropriation of a portion of existing unassigned fund balance to eliminate a projected deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues.

Assigned fund balance shall reflect management's intended use of resources as set forth in the annual budget (and any amendments thereto). Assigned fund balance may or may not be appropriated for expenditures in the subsequent year depending on the timing of the project/reserve for which it was assigned.

4. NON-SPENDABLE FUND BALANCE

Non-spendable fund balance is established to report items that are not expected to be converted to cash such as inventory and prepaid items; items not currently in cash form such as the long-term amount of loans and notes receivable as well as property acquired for resale; and items legally or contractually required to be maintained intact such as the corpus (or principal) of a permanent fund.

5. MINIMUM LEVEL OF UNASSIGNED FUND BALANCE

Unassigned fund balance is the residual classification for the Golf Fund and represents fund balance that has not been restricted, committed or assigned to specific purposes within the Golf Fund.

If, after the annual audit, prior committed or assigned fund balance cause the unassigned fund balance to fall below 10% of total golf operating expenditures, the Manager will so advise Commission in order for the necessary action to be taken to restore the unassigned fund balance to 10% of total golf operating expenditures.

The Manager will prepare and submit a plan for committed and/or assigned fund balance reduction, expenditure reductions and/or revenue increases to Commission. The Town shall take action necessary to restore the unassigned fund balance to acceptable levels within two years.

D. RESERVATIONS OF FUND BALANCE (GOLF FUND)

1. ASSIGNED FUND BALANCE

The Town hereby establishes the following assigned fund balance reserves in the Golf Fund:

- a) Assignment for capital expense – Each year, \$50,000 dollars shall be assigned specifically for future capital improvement expenses.

E. BUDGETING

1. APPROPRIATION OF UNRESTRICTED FUND BALANCE

The actual amount of unrestricted fund balance (total of *committed fund balance, assigned fund balance and unassigned fund balance*) is not known until the completion of the annual audit which takes place between three to six months after the end of the fiscal year being audited. However, an estimate of unrestricted fund balance (also called *estimated beginning fund balance*) must be made during the annual budget adoption process (July through September) which is prior to the end of the fiscal year, September 30th.

2. ESTIMATED BEGINNING FUND BALANCE

In order to achieve the most accurate estimate possible, the Manager or designee shall project both Sources of Funds (revenues, prior years unrestricted fund balances carried forward and other financing sources) and Uses of Funds (operating and non-operating expenditures), including accruals, for each department in each governmental fund through September 30th of the then current fiscal year. These projections will be shown in a separate column entitled “Estimated Actual” for each fund in the proposed, tentative and final budget documents. The difference between the estimated actual sources of funds and estimated actual uses of funds is the calculated estimated beginning fund balance for the subsequent fiscal year. If planned for use in the subsequent fiscal year, committed and assigned fund balance may be included in the estimated beginning fund balance.

3. ESTIMATED ENDING FUND BALANCE

For the year being budgeted, a calculation of estimated ending fund balance shall also be made. This calculation shall be the difference between the budgeted sources of funds and the budgeted uses of funds as described above.

Since the uses of funds are restricted, committed or assigned in all other governmental fund types there is no policy to the amount of ending fund balance unless the project is completed and the fund should be closed. In this situation, a residual equity transfer will be made to zero-out any remaining fund balance.

If, after the annual audit, the actual Golf Fund unassigned fund balance is greater than 10 percent of operating expenditures in the Golf Fund, the excess may be used in one or a combination of the following ways:

- a) Left in the Golf Fund to earn interest and roll forward into the subsequent year's beginning fund balance;
- b) Appropriated by resolution of Commission for a one-time expenditure or opportunity that does not increase recurring operating costs;
- c) Committed to establish or increase a formal stabilization arrangement or reserve (including but not limited to economic stabilization, contingency reserves or disaster reserves); or
- d) Appropriated for start-up expenditures of new programs, undertaken at mid-year, provided that such action is considered in the context of Commission-approved multiyear projections of revenues and expenditures.
- e) Be transferred to other governmental funds as the commission deems necessary.

F. SPENDING ORDER OF FUND BALANCES

The Town uses restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal

documents/contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the Town would first use committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

G. ANNUAL REVIEW AND DETERMINATION OF FUND BALANCE POLICY

Compliance with the provisions of this policy shall be reviewed as a part of the annual budget adoption process, and the amounts of restricted, committed, assigned, non-spendable and the minimum level of unassigned fund balance shall be determined during this process.

H. ADDITIONAL INFORMATION, REQUIREMENTS/RESPONSIBILITIES

It will be the responsibility of the Finance Director to keep this policy current.

I. EFFECTIVE DATE

This Policy shall take effect immediately upon adoption.

Original Issue Date:_____

Approved:

Date

SUMMARY

To: Mayor and Commissioners
From: Donna Carlen, Town Clerk
Subject: Approval of Resolution No. 2014-10 - Establishing fees for property assessment searches
Date: February 18, 2014

Summary: At the February 4 Work Session staff provided information supporting a property assessment search fee. The information provided was based on the number of and frequency of requests for assessment searches received, staff time and the number of staff members involved in completing the request, as well as a survey of other municipalities in Pinellas County that charge for the service.

Motion: I move approval of Resolution No. 2014-10 establishing fees for property assessment searches.

RESOLUTION NO. 2014-10

A RESOLUTION OF THE TOWN OF BELLEAIR, FLORIDA, ESTABLISHING FEES FOR PROPERTY ASSESSMENT SEARCHES PERTAINING TO LIENS, OPEN/EXPIRED BUILDING PERMITS, CODE ENFORCEMENT VIOLATIONS, CURRENT/OUTSTANDING UTILITY BILLS; PROVIDING FOR AMENDMENTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Belleair processes and conducts property assessment searches that are requested by attorneys, banks, title companies, and other entities or individuals; and

WHEREAS, the Town staff spends a significant amount of time process and conducting property lien search information; and

WHEREAS, fees for property assessment searches are necessary in order to recoup staff's time and expenses associated with conducting property lien search information.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA:

SECTION 1. The following fees shall be established for specific types of property assessment information as they relate to each property with a request time of 2-5 business day turnaround time.

Lien Assessments, Code Enforcement Violations	\$25.00
Open/Expired Building Permit Information	\$25.00
Utility Billing Calculations	\$25.00
Any and all other Liens Information	\$25.00

SECTION 2. The following rush fees shall be established for specific types of property assessment information as they relate to each property with a rush request time of same business day turnaround time.

Lien Assessments, Code Enforcement Violations	\$50.00
Open/Expired Building Permit Information	\$50.00
Utility Billing Calculations	\$50.00
Any and all other Liens Information	\$50.00

SECTION 3. Any subsequent request for property assessment lien search information for the same property by the same entity or individual within thirty (30) days of original request shall have an additional fee of \$25.00 per request.

SECTION 4. Payment of the above stated fees are due and payable within 30 days of service. Service shall not be rendered on overdue accounts. An overdue account is considered to be any entity or individual that has been provided service and whose payment has not been received beyond thirty (30) days from date of the service provided.

SECTION 5. This Resolution may be amended, from time to time as necessary.

SECTION 6. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED THIS 18th DAY OF FEBRUARY, A.D., 2014.

Mayor

ATTEST:

Town Clerk

Summary

To: Mayor, Commissioners
From: Perry Lopez, Public Works Director
Subject: Street Light Policy
Date: 2/18/2014

Summary: The street light policy is created to establish a Town policy for the installation and relocation of decorative street lighting throughout the Town.

Previous Board Action: No previous action.

Background/Problem Discussion: As part of the ongoing Capital Improvement Program, the Town is installing and relocating new and existing decorative street lights within the construction project limits. However, residents not within the construction limits have expressed an interest in having new street lights installed in their respective neighborhoods. By establishing a policy it will define the parameters for these installations.

Alternatives/Options: NA

Financial Implications: At this time the policy does not establish any financial implications. These implications will be available on a case by case basis.

Recommendation: Staff recommends we move forward with the implementation of a street light policy to ensure staff has the proper direction when making decisions on installing or relocating decorative street lights. In addition, the policy will provide direction when taking on new infrastructure projects.

Proposed Motion: Move to approve street light policy.

Town of Belleair

Street Light Policy

SCOPE

- Establish a Town policy for the installation and relocation of decorative street lighting throughout the Town.

OBJECTIVES

- Provide general direction to Town staff when making decisions on installing or relocating decorative street lights through design and maintenance guidelines and policies.

INSTALLATION OF STREET LIGHTS

- Street lights will be spaced between 160 and 200 LF apart, where possible.
- Spacing will be measured diagonally across the town right of way from the base of the installed street light, diagonally across the town's right of way, where possible.
- Newly installed street light patterns will be designed in a manner that is cohesive with existing street lights in the area.
- Lights that are installed in an effort to replace a broken street light will be placed in a manner that is cohesive with existing street lights in the area.
- Light poles will be installed 2' behind the outermost edge of the curb or edge of pavement, where possible.
- When possible, the town will relocate existing light poles to 2' behind outermost edge of the curb or edge of pavement, and 2' away from the edge of any driveways.
- All wiring to be installed in conduit and buried below the surface. (depth?)
- All meters and control panels are to be installed per standard electrical code.
- Designs will make every effort to place street lights and meters at or around the property lines.

RESIDENT REQUESTS

- Request for Street Light Installation – Requests for the installation of new street lights will be made in written form to the public works director. The request will be made on an application developed by the town which will require the name, address, and affirmative signature of all residents within 200 LF of the proposed placement of the street light. Request will also include a survey marked with the proposed placement of the street light. After staff has determined the completeness of the request, the request, along with a staff report, will be forwarded to the infrastructure board for review. Following recommendation by the infrastructure board, the request, staff report, and infrastructure board recommendation will be forwarded to

commission for review.

- Request for Street Light Dimming – Requests for the dimming of street lights will be made in written form to the public works director. The request will be made on an application developed by the town which will require the name, address, and signature of the resident making the request. Request will also include a drawing showing the location of the street light in relation to the surrounding homes. Staff will review the request and determine any potential drawbacks of dimming the light in question. Request is then forwarded to the town manager or his designee for approval or denial
- Request for Street Light Removal/Relocation – Requests for the removal/relocation of street lights will be made in written form to the public works director. The request will be made on an application developed by the town which will require the name, address, and affirmative signature of all residents within 200 LF of the street light in question. Request will also include a survey marked with the street light in question. After staff has determined the completeness of the request, the request, along with a staff report, will be forwarded to the infrastructure board for review. Following recommendation by the infrastructure board, the request, staff report, and infrastructure board recommendation will be forwarded to commission for review.

LIGHTING SPECIFICATIONS

See Attached

Summary

To: Commission
From: Eric Wahlbeck
Subject: Clearwater Little League
Date: February 6, 2014

Summary: The Town has recently been approached by the City of Clearwater and Clearwater Little League to partner with them in a project to enhance the current facility. They are currently renovating the Sid Lickton Fields and are seeking financial assistance.

Previous Commission/Board Action:

N/A

Background/Problem Discussion:

This is an opportunity for the Town to partner with our zoned little league affiliate to encourage more kids to participate in baseball/softball. The City of Clearwater is offering a 20 year reprieve of recreation card fees in appreciation of the Town's contribution. Currently, Belleair residents are zoned to participate in Clearwater Little League. To participate they have to purchase a Clearwater recreation card. Current fees are attached.

Funding Source:

-Reserves would be used to fund the project. No increase in taxes.

Financial Implications:

-The proposal between the Town of Belleair and the City of Clearwater is to make a donation of \$25,000 (terms of payment: 5 years of \$5,000/year). The Town would receive a 20 year reprieve of recreation card requirements to sign up for the league.

Or

-Instead of 5 year term, a one-time contribution of \$25,000 could be considered.

Recommendation:

N/A

Proposed Motion:

I make the motion to approve the expenditure to the City of Clearwater for the terms listed.

Attachments:

Request Letter from Clearwater Little League
Current fee examples
Demographics



Building a brighter future through baseball and softball

Eric Wahlback
Parks and Recreation Director
Town of Belleair

October 9, 2013

Dear Eric,

I want to thank you and your staff from the town of Belleair for stepping forward and helping out with the issue of with children wishing to play baseball with Clearwater Little League. I hope the following information is helpful and allows for further discussions on what will benefit the children of Belleair.

A little history on Clearwater Little League (CLL). Clearwater Little League will be celebrating our 60th anniversary in February of 2014. CLL was established as a league in 1953, but had our first baseball player draft and season in Clearwater starting in the spring of 1954. The draft included players from the town of Belleair and surrounding area. As the area of Clearwater/Belleair grew in population CLL was split up into Smaller Leagues that continued to play at our 714 North Saturn way field location. There was Clearwater American, Clearwater National and sometimes Clearwater Central. Once the Countryside area started to grow out, a new league was established with the kids from the North area of Clearwater forming a new League called Countryside. Part of Clearwater Nationals kids were moved to Countryside and some others were sent to Safety Harbor.

The one constant boundary was the Town of Belleair and the kids from Clearwater Beach who would continue to play for Clearwater American Little League. Several years back (Some time in 98 or 99) the name was changed to just Clearwater Little League and the boundaries were set by District 12 and Little league International as they are now.

To understand the boundaries you need to look at Population. Clearwater Little League has a population of 18,985 according to little league international. This includes the Town of Belleair, parts of the City of Clearwater, unincorporated areas of Clearwater and Clearwater Beach. Please see boundary map attached.



Building a brighter future through baseball and softball

As most of Clearwater Little Leagues areas are built out, we do not see the boundaries for Clearwater Little League changing for the next 30 years.

Each Little League is responsible for drawing its own boundary map every year and having them approved by District 12 and Little League International for tournament play (see Attachment on Residency requirements). As the boundaries populations have been fixed by little league for all the surrounding leagues (Largo, West Pinellas, Dunedin, Safety Harbor and Clearwater) I do not see Clearwater Little League losing any children from the Town of Belleair to any other Leagues for the next 30 years.

1. Please see all attached district 12 boundary maps for your review.
2. As stated above the local leagues creates its boundaries based on population, our (CLL) population is set and should not change for the next 30 years. We will continue to keep the Town of Belleair within our boundary for next 30 years. There is no fear in losing your children's ability to play at Sid Lickton Sport Complex.
3. The numbers for Children playing at CLL just from the Town of Belleair for the last 5 years. Note the numbers presented here only reflect children who signed up at CLL using their Belleair address as their residency location. It has been suggested that some parents who have multiple properties use their Clearwater address as the location they register their children rather than their residency address in Belleair. CLL does its best to insure due diligence in insuring the players register at their home address, but with bills and proofs of ownership within the leagues boundaries it is sometimes hard to catch those who fudge the system, by having Grandma/Grandpa, Aunts/Uncle and other friends sign their children up to play.

With the newer requirements put forth by the city of Clearwater on Rec Cards, this issue may go away as the City will begin billing back parents who use others to get a valid City Rec Card.

- 2009 Spring and Fall Players 89
- 2010 Spring and Fall Players 57
- 2011 Spring and Fall Players 55
- 2012 Spring and Fall Players 35
- 2013 Spring and Fall Players 20



Building a brighter future through baseball and softball

As you can see the number of Children has gone down each year due to the Rec Card elevation in price. Fall 2012 and Spring and Fall 2013 have seen a larger drop off due to field closer at Sid Lickton for renovations and travel to Countryside for practices.

If we can solve the Rec Card issue we plan on having larges amounts of players from the Town of Belleair participate in our 2014 and beyond seasons.

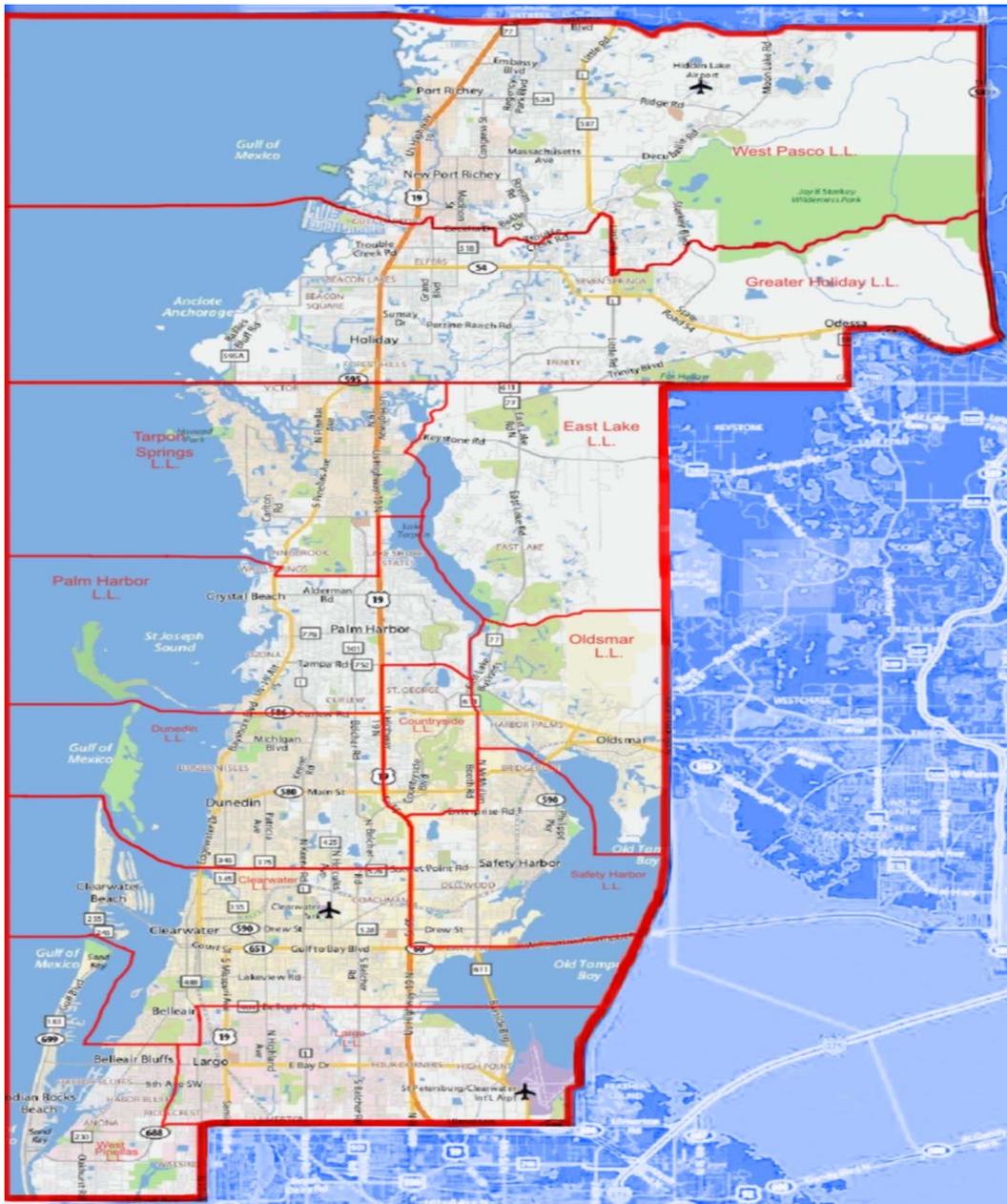
I hope this information helps, let me know if I can assist you any further in the future.

John J. Murphy

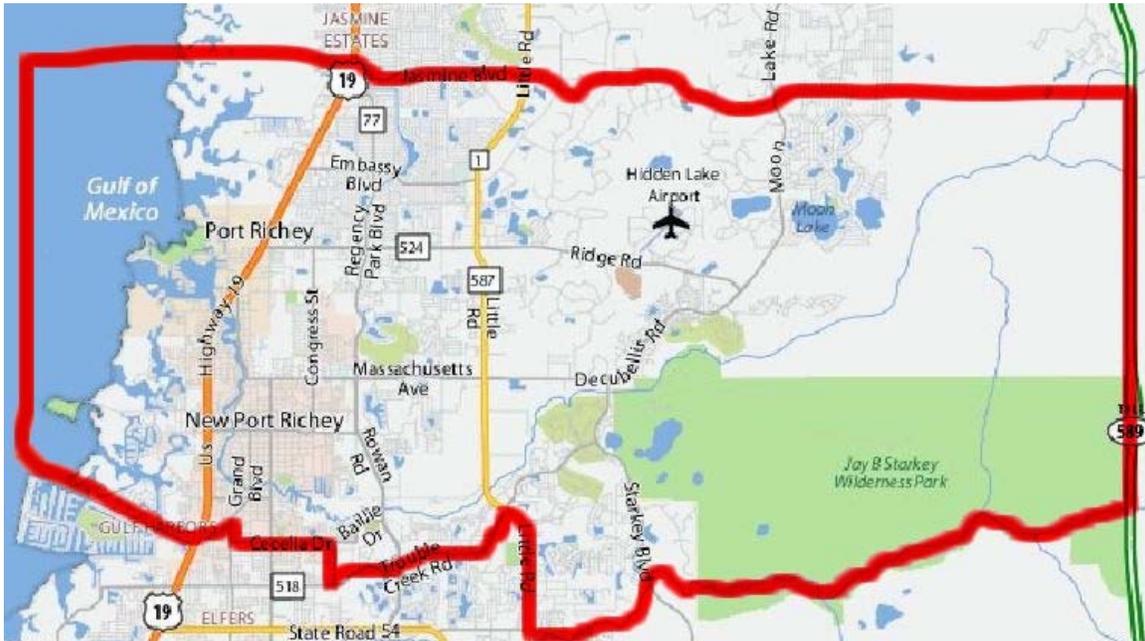
John J. Murphy
President
Clearwater Little League



LOCAL LEAGUE BOUNDARY MAPS



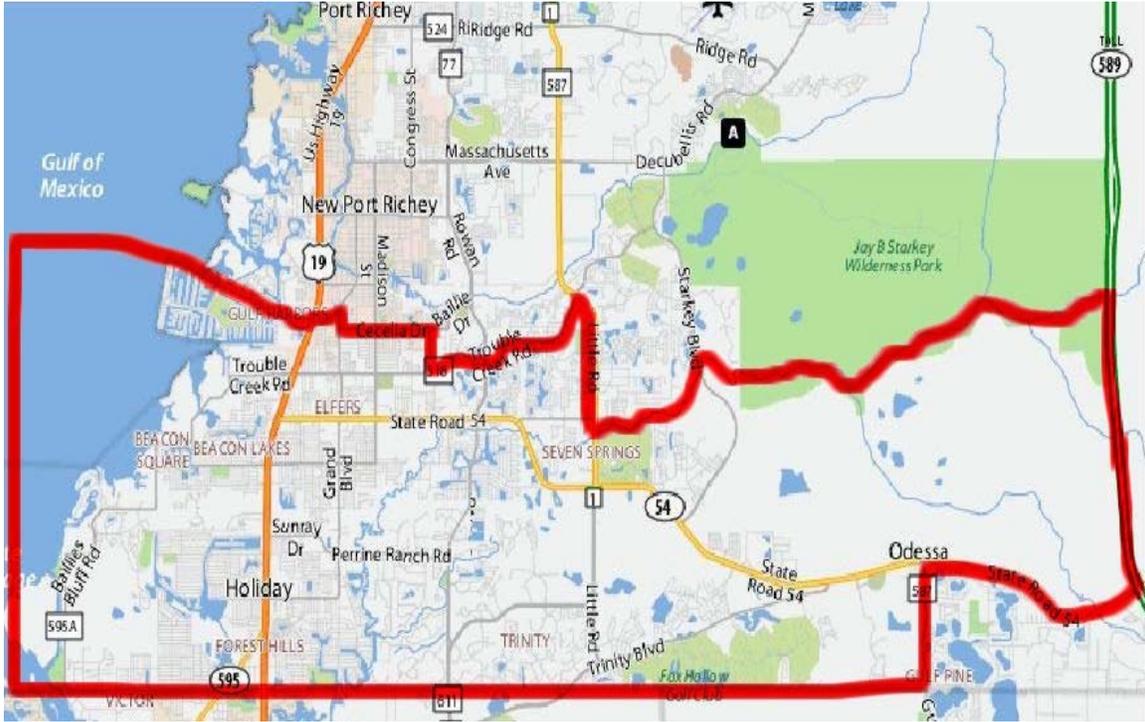
WEST PASCO LITTLE LEAGUE
6220 Pine Hill Road
New Port Richey, FL 34668
League ID 03091209



West Pasco Boundaries beginning at northern most point:

The Gulf of Mexico east to the south side of Big Pine Circle West and Bird House Run. East on Bird House Run to the south side of Bayhead Blvd. East on Bay Head Blvd to the west side of Scenic Dr. North on Scenic Drive to the south side of Jasmine Blvd. East on Jasmine Blvd to the south side of Lakeview Dr. East on Lakeview Dr. to the south side of Bethwood Ave. East on Bethwood to the south side of Catalona Ave. East on Catalona Ave to the west side of the Suncoast Parkway. South on the Southcoast Parkway to the north side of the Anclote River. West along the Anclote River to east side of Little Road. North on Little Road to the north side of Trouble Creek Rd. West on Trouble Creek Rd to the east side of Voorhees Rd. North on Voorhees Rd to the north side of Cecelia Dr. West on Cecelia Dr to the east side of Grand Blvd. North on Grand Blvd to the north side of Marine Parkway. West on Marine Parkway to the Gulf of Mexico. North up the Coast to Big Pine Circle West.

GREATER HOLIDAY LITTLE LEAGUE
2830 Gulf Trace Blvd.
Holiday, FL 34690
League ID 03091220



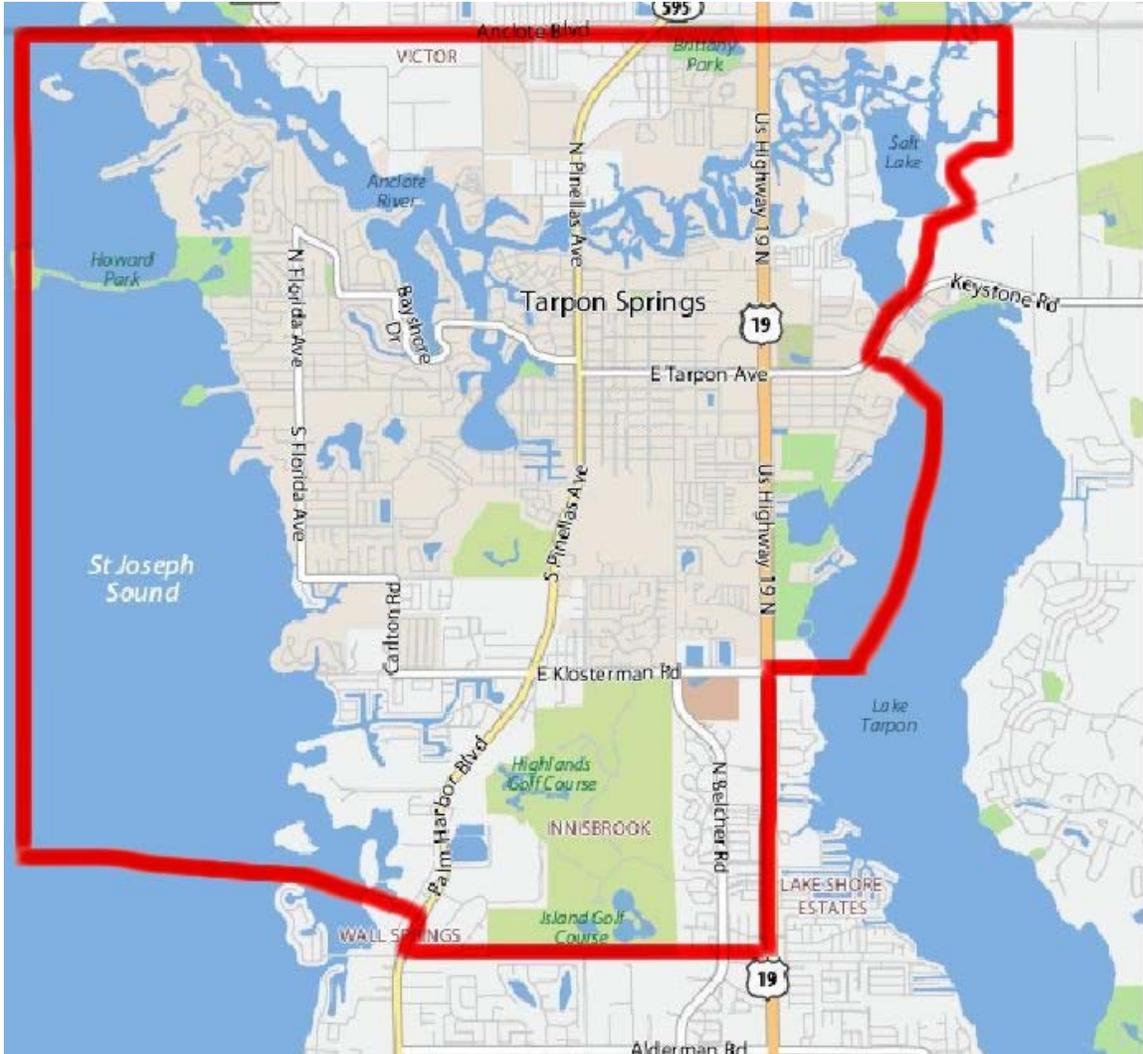
Greater Holiday Boundaries beginning at northern most point:
The south side of Marine Parkway and the Gulf of Mexico. East on Marine Parkway to the west side Grand Blvd. South on Grand Blvd to the south side of Cecelia Dr. East on Cecelia Dr to the west side of Voorhees Dr. South on Voorhees Dr. to the south side of Trouble Creek Rd. East on Trouble Creek Rd to the west side of Little Road. South on Little Road to the the Anclote River. East along the Anclote River the to west side of the Suncoast Parkway. South on the Suncoast Parkway to north side of State Road 54. West on State Road 54 to the west side of Gunn Hwy. South on Gunn Hwy to the Pasco County Line. West on the Pasco County Line to the Gulf of Mexico. North up the coast to Marine Parkway.

TARPON SPRINGS LITTLE LEAGUE

700 Meres Blvd.

Tarpon Springs, FL 34689

League ID 03091208

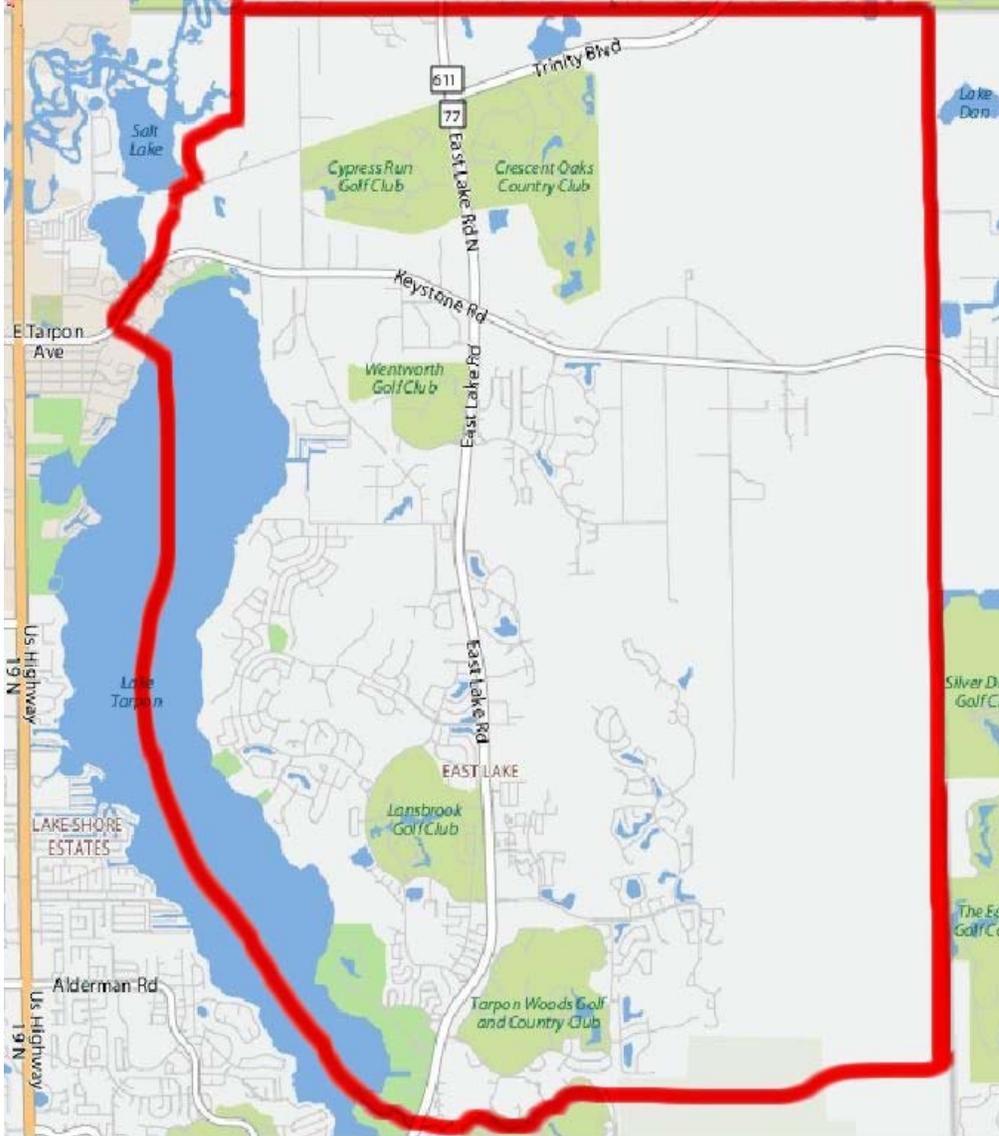


Tarpon Springs Boundaries beginning at northern most point:

The South side of Anclote Blvd (Pasco/Pinellas County Line) and the Gulf of Mexico. East on Anclote Blvd to west side of Riverside Ridge Road. South on Riverside Ridge Road to the west side of N Highland Ave. South on N Highland Ave to the North side of Keystone Rd. West on Keystone Rd to the southwest side of Lake Tarpon Ave. Southeast on Lake Tarpon Ave to Lake Tarpon. South down Lake Tarpon to the north side of Klosterman Rd E. West on Klosterman Rd E to the west side of US Hwy 19. South on US Hwy 19 to the north side of Bee Pond Rd. West on Bee Pond Rd to the east side of Palm Harbor Blvd (US 19 Alt.). North on Palm Harbor Blvd to the north side of Hillsborough St. West on Hillsborough St to the Gulf of Mexico. North up the coast to Anclote Blvd.

EAST LAKE LITTLE LEAGUE

3555 Old Keystone Road
Tarpon Springs, FL 34688
League ID 03091202



East Lake Boundaries beginning at northern most point:

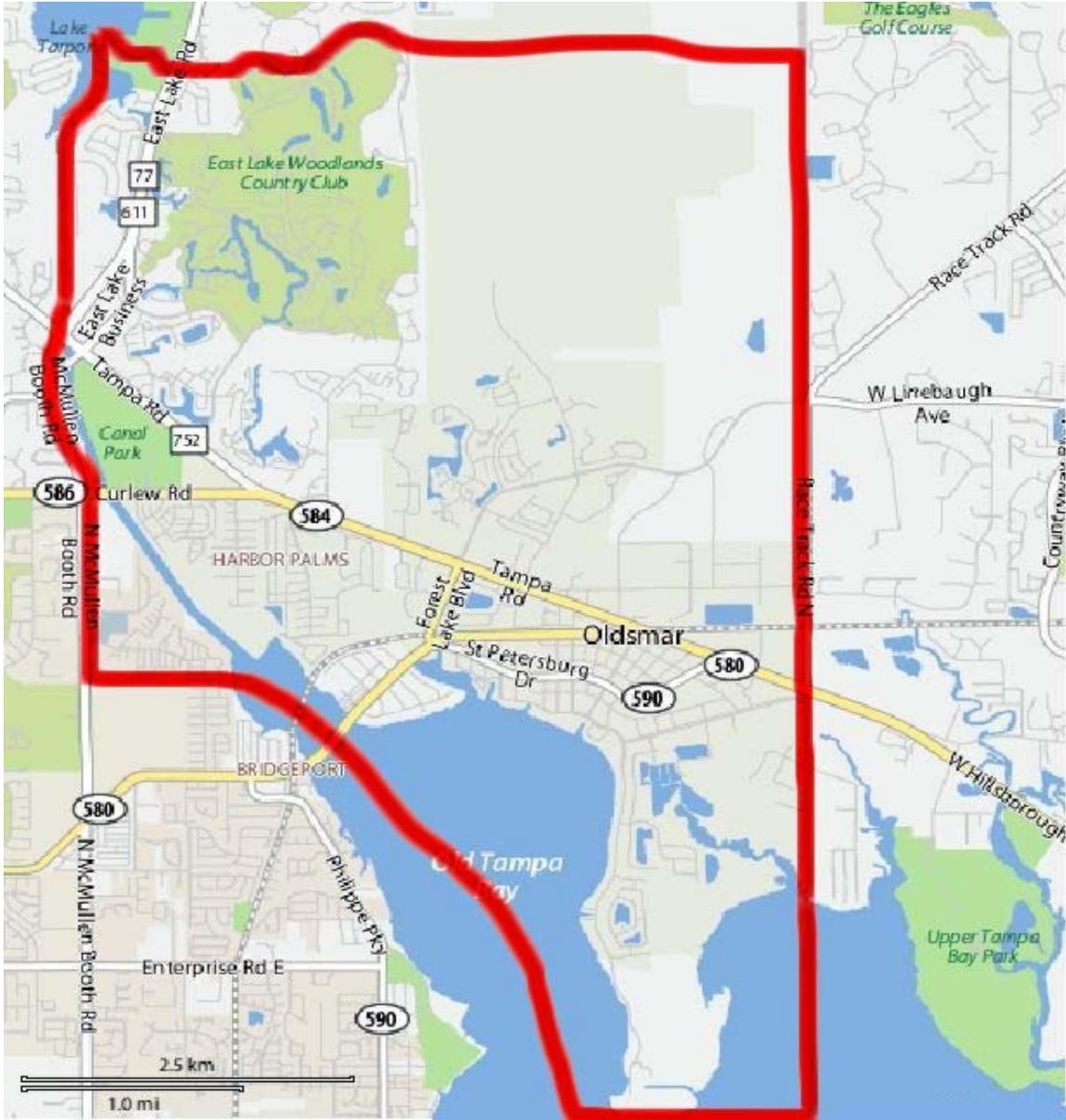
The South side of Anclote Blvd (Pasco/Pinellas County Line) the east side of Riverside Ridge Road. South on Riverside Ridge Road to the east side of N Highland Ave. South on N Highland Ave to the south side of Keystone Rd. West on Keystone Rd to the southeast side of Lake Tarpon Ave. Southeast on Lake Tarpon Ave to Lake Tarpon. South down Lake Tarpon to Brooker Creek. West along Brooker Creek to the Hillsborough County Line. North up the Hillsborough County Line to the Pasco County Line. West along the Pasco County line to Anclote Blvd and Riverside Ridge Road.

OLDSMAR LITTLE LEAGUE

3120 Tampa Road

Oldsmar, FL 34677

League ID 03091214



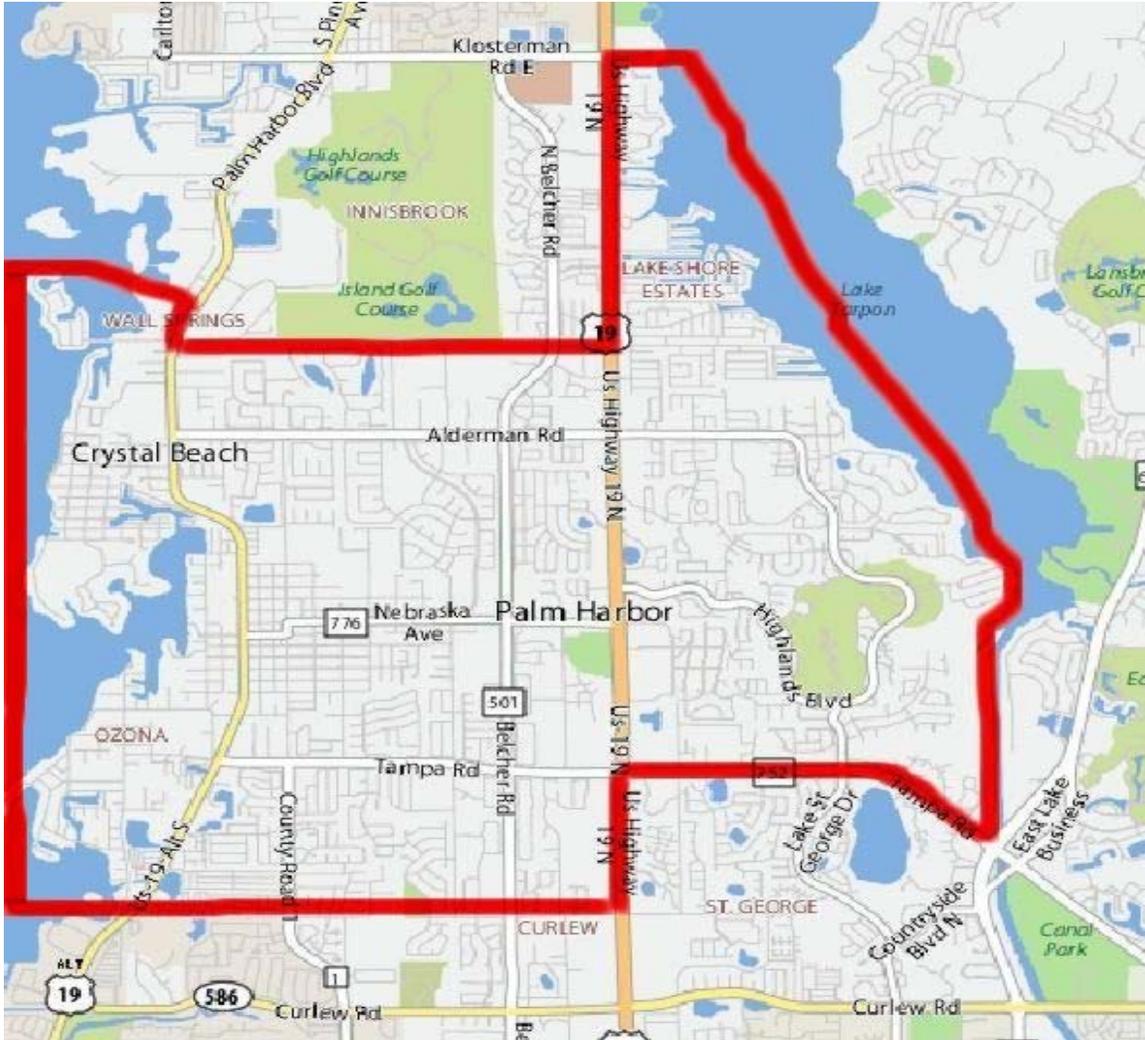
Oldsmar Boundaries beginning at northern most point:
Lake Tarpon and Brooker Creek. West along Brooker Creek to the Hillsborough County Line. South down the Hillsborough County Line to Old Tampa Bay. North through Old Tampa Bay to the north side of Pinewood Terrace. West on Pinewood Terr. to Juniperius Dr. West on Juniperius Dr. to the east side of McMullen Booth Rd. to the west side of Tampa Road. Follow the Canal North to Lake Tarpon and Brooker Creek.

PALM HARBOR LITTLE LEAGUE

1451 8th Street

Palm Harbor, FL 34683

League ID 03091215



Palm Harbor Boundaries beginning at northern most point:

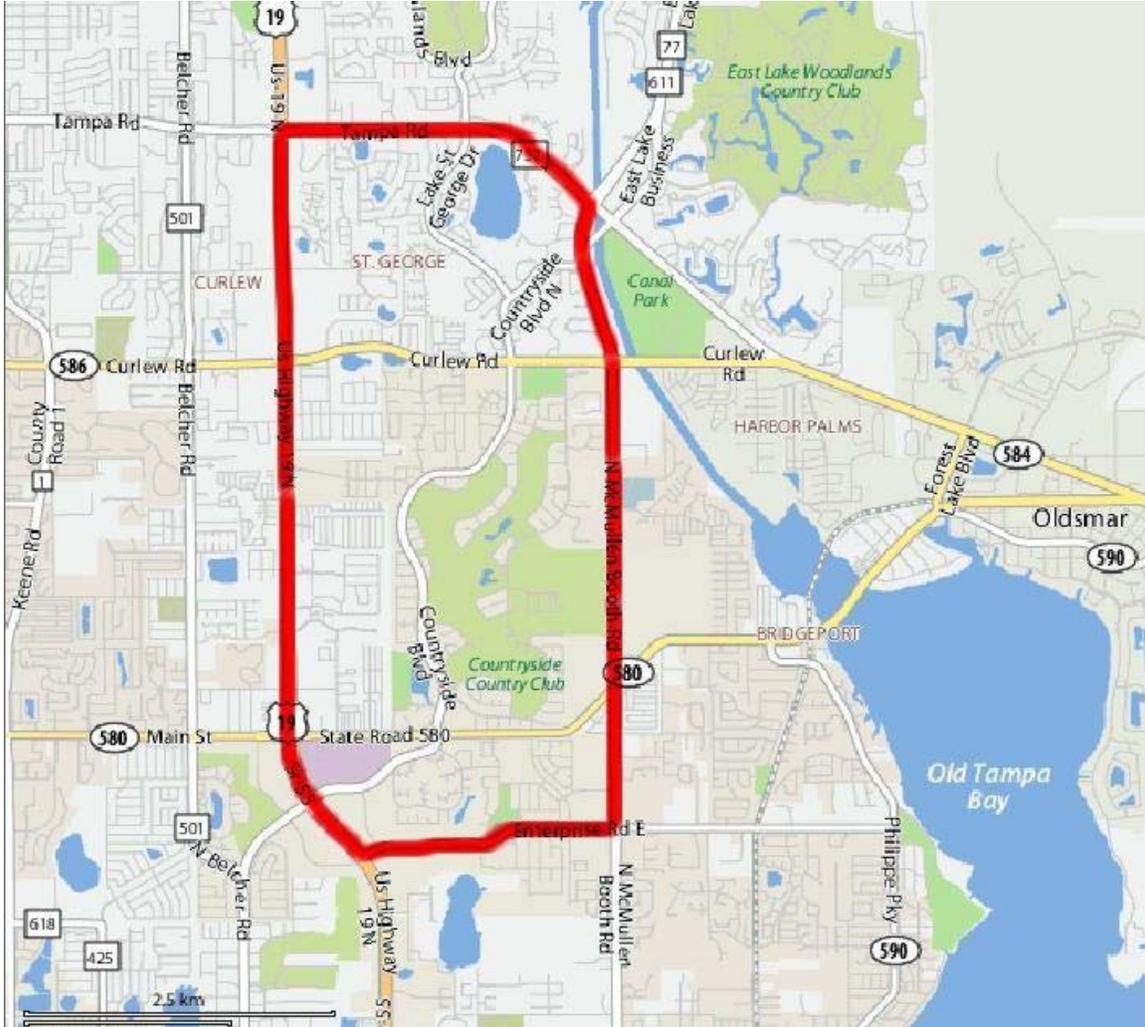
The South side of Klosterman Rd E. and the east side of US Hwy 19, Klosterman Rd E. east to Lake Tarpon. South down the middle of Lake Tarpon and the Canal to the north side of Tampa Rd. Tampa Rd west to the east side of US Hwy 19. South on US Hwy 19 to the north side of County Road 39. West on County Road 39 to Hermosa Dr. west on Hermosa Dr. to Nassau Dr, continue west on Nassau Dr to Cayman Dr., continue west on Cayman Drive and follow Pinellas County Trail and Overpass to the Gulf of Mexico. North up the coast to the south side of Hillsborough St. East on Hillsborough St to east side of Palm Harbor Blvd (US 19 Alt.) South on Palm Harbor Blvd to the south side of Bee Pond Road. East on Bee Pond Rd to the West side of US Hwy 19. North on US Hwy 19 to Klosterman Rd E.

COUNTRYSIDE LITTLE LEAGUE

2640 Sabal Springs Dr

Clearwater, FL 33761

League ID 03091211

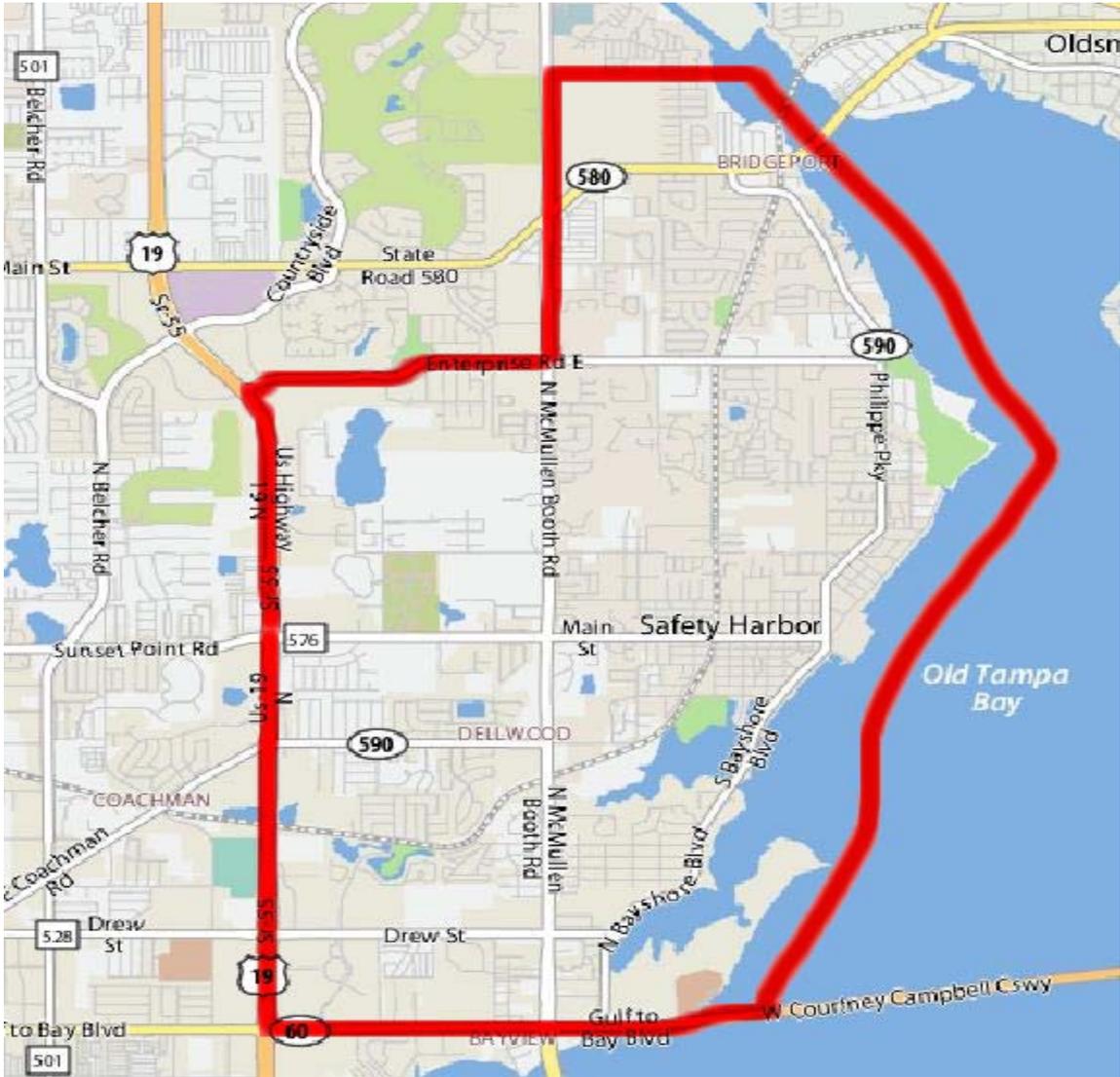


Countryside Boundaries beginning at northern most point:

The South side of Tampa Road and the east side of US Hwy 19. East on Tampa Road to the west McMullen Booth Rd. South on McMullen Booth Road to the north side of Enterprise Dr E. West on Enterprise Dr E., to the east side of US Hwy 19. North on US Hwy 19 to Tampa Road.

SAFETY HARBOR LITTLE LEAGUE

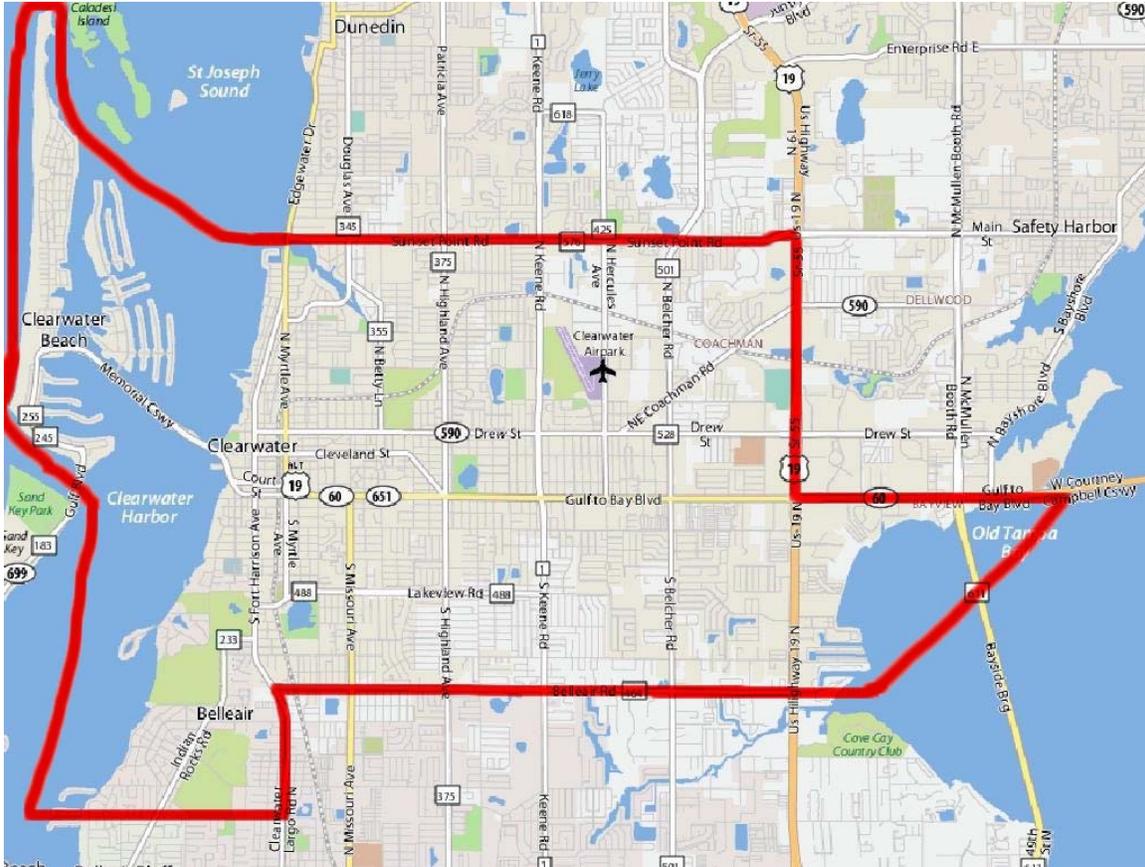
940 7th Street South
Safety Harbor, FL 34695
League ID 03091207



Safety Harbor Boundaries beginning at northern most point:
The South side of Pinewood Terr. and Old Tampa Bay. West on Pinewood Terr. to Juniperus Drive. West on Juniperus Dr. to the east side McMullen Booth Rd. South down McMullen Booth Rd. to the north side of Enterprise Dr. E. West on Enterprise Dr E, to the east side of US Hwy 19. South on US Hwy 19 to the north side of Gulf to Bay Blvd. East on Gulf to Bay Blvd to Old Tampa Bay. Up the coast to Pinewood Terrace.

CLEARWATER LITTLE LEAGUE

714 N Saturn Ave
Clearwater, FL 33755
League ID 03091201



Clearwater Boundaries beginning at northern most point:

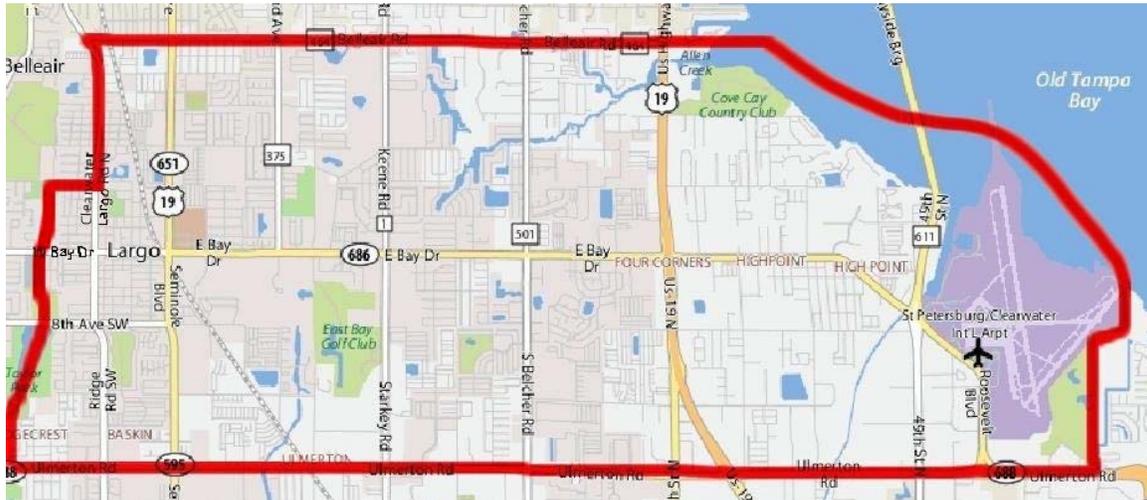
The north end of Eldorado Ave east across Clearwater Harbor to the south side of Sunset Point Road. East on Sunset Point Road to the west side of US Hwy 19. South on US Hwy 19 to the south side of Gulf to Bay Blvd. East on Gulf to Bay Blvd to Old Tampa Bay. North Down the coast to the north side of Belleair Road. West on Belleair Rd. to the west side of Clearwater/Largo Rd. (US 19 Alt). South on Clearwater/Largo Rd. to the north side of Mehlenbacher Rd. West out Mehlenbacher Rd. to Clearwater Harbor. North through the Harbor to the middle of Sand Key Bridge (Gulf Blvd) west to the Gulf of Mexico. North up the coast to Eldorado Ave.

GREATER LARGO LITTLE LEAGUE

1640 McMullen Road

Largo, FL 33770

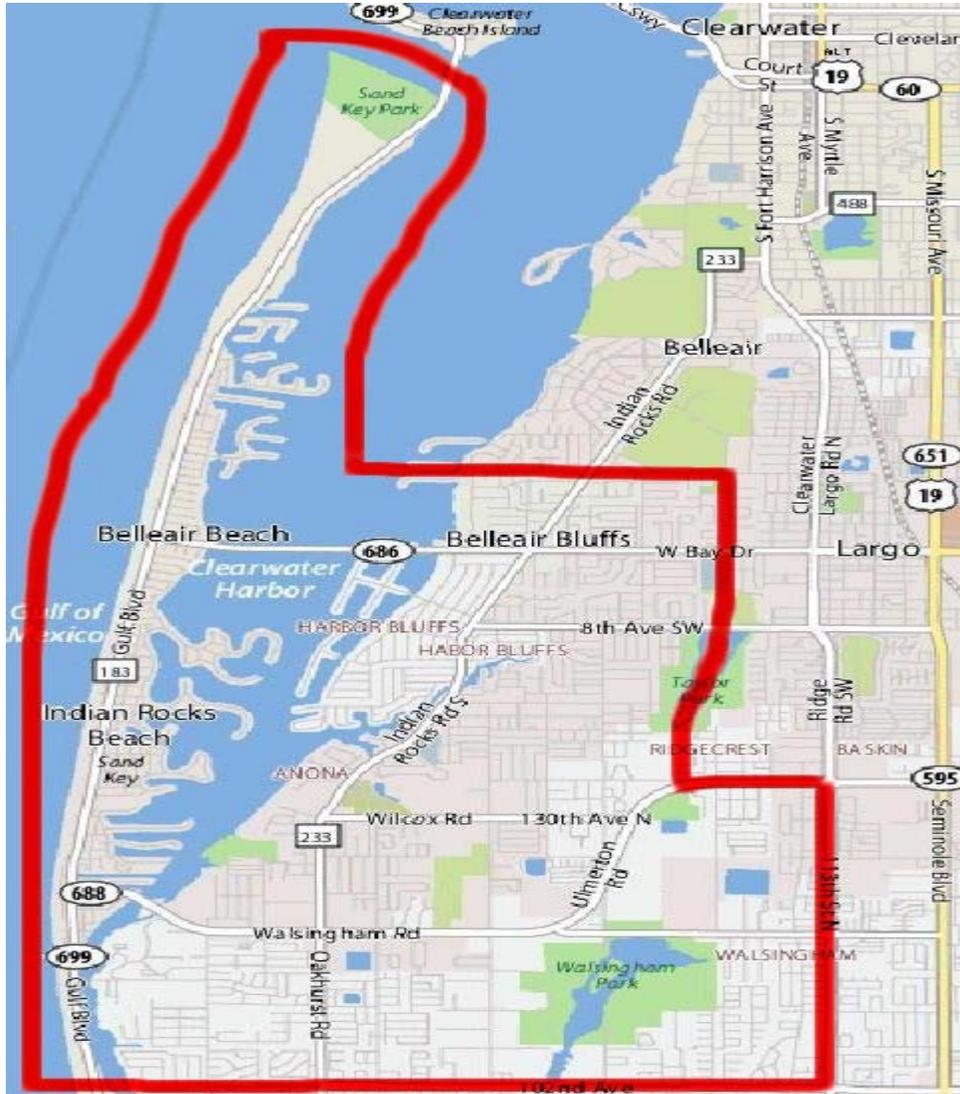
League ID 03091206



Greater Largo Boundaries beginning at northern most point:

The south side of Belleair Road and east side of Clearwater/Largo Rd. (US 19 Alt). West out Belleair Rd to Old Tampa Bay. South down the coast to the west side of Evergreen Ave. South on Evergreen to the north side of Old Roosevelt Blvd. Northwest on Old Roosevelt Blvd. to the west side of 35th St N. South on 35th St N to the north side of Ulmerton Rd. West on Ulmerton Rd to the east side of 121st St N. North on 121st St N to the south side of 135th Ave N. East on 135th Ave N to the east side of 120th Lane N. North on 120th Lane N to Taylor Lake. North through Taylor Lake and Pinecrest Golf Course to the west side of 14th St SW. North on 14th St. SW to the south Side of Mehlanbacher Rd. East on Mehlanbacher to the east side of Clearwater/Largo Rd. North on Clearwater/Largo Rd to Belleair Road.

WEST PINELLAS LITTLE LEAGUE
1507 1st Street
Indian Rocks Beach, FL 33785
League ID 03091210



West Pinellas Boundaries beginning at northern most point:

The middle of The Sand Key Bridge (Gulf Blvd) south through Clearwater Harbor to the south side of Mehlman Rd. East on Mehlman Rd. to the east side of 14th St SW. South on 14th St SW through Pinecrest Golf Course and Taylor Lake to the west side of 120th Lane N. South on 120th Lane N to the north side of 135th Ave N. West on 135th Ave N to the west side of 121st St N. South on 121st St N to the south side of Ulmerton Rd. East on Ulmerton Rd to the West side of 113th St N. South on 113th St N to the north side of 102nd Ave. West on 102nd Ave to the north side of Imperial Point Dr S. Continue west on Imperial Point Dr S through The Narrows (body of water) and 200th Ave to the Gulf of Mexico. North up the Coast to the middle of the Sand Key Bridge.

Belleair Youth Population Breakdown						
Population By Age	Census 2010		2012		2017 Projection	
	Number	Percent	Number	Percent	Number	Percent
0-4	118	3%	112	3%	105	3%
5-9	160	4%	153	4%	143	4%
10-14	217	6%	207	5%	195	5%
15-19	168	4%	155	4%	139	4%
Total Population	3,869		3,796		3,705	

*Source from Pinellas County Economic Development,
http://www.pced.org/download/document/20130117_094222_11120.pdf

Current Fees for Belleair residents to participate

Clearwater Recreation card \$ 190 per person
League fees \$ 165 approx. varies depending on age

Current scenario: 1 kid play in spring and fall baseball

Cleawater Rec Card	2	\$	190
League Fees	Spring	\$	165
	Fall	\$	165
Total Cost		\$	520

Future Scenario: 1 kids play in spring and fall baseball

Cleawater Rec Card		\$	-
League Fees	Spring	\$	165
	Fall	\$	165
Total Cost		\$	330

Summary

To: Mayor, Commissioners
From: JP Murphy
Subject: Discussion of Building Services (Continuance Requested)
Date: 2/11/2014

Summary: Staff is requesting a continuance of this item until the Finance Board has reviewed the recommendations of staff. In short, with the retirement of the Building Official, Town staff evaluated different models for the provision of building administration. Some of those models included hiring of a new official, contracting with a private sector partner or continuing with Pinellas County. Pinellas County is currently acting as the town's building official through a Memorandum of Understanding.

Previous Commission Action: The commission previously discussed the provision of building services through a public- private partnership during budget session.

Background/Problem Discussion: The retirement of the Building Official served as a catalyst to evaluate other methods for the provision of building services.

Alternatives/Options: N/A.

Financial Implications: Dependent up on model chosen. Approx. \$80,000 to \$150,000.

Recommendation: I recommend that the Commission continues this item until the Finance Board completes its review.

Proposed Motion(s): I move to continue.

2/11/2014

Agenda Summary

To: Mayor Katica, Commissioners
From: Micah Badana
Subject: Disposal of Capital Assets
Date: 2/11/2014

Summary: The support services department is requesting commission approval to dispose of the attached listing of capital assets for FY 2013-2014. Staff has reviewed the fixed asset listing and found that several assets are no longer in use. Additionally, some assets in the inventory listing are due for disposal at this time, as they have exceeded their depreciable life cycle. All assets that can be sold will be auctioned on Govdeals.com and all other assets will be destroyed.

Previous Commission Action: As a matter of practice, the commission approves all disposals.

Alternatives/Options: N/A

Financial Implications: Gain or loss is dependent on proceeds from sale, most assets have been fully depreciated.

Recommendation: I recommend the Town Commission move approval of the disposal of capital assets on the attached schedule.

Proposed Motion:

I move approval to dispose of the capital assets listed on the attached schedule.

