



**TOWN OF BELLEAIR SHORE  
TOWN MEETING  
TUESDAY, JUNE 16<sup>TH</sup>, 2026 – 6:00 P.M.  
CITY OF BELLEAIR BLUFFS CONFERENCE ROOM  
2747 SUNSET BLVD, BELLEAIR BLUFFS, FL 33770  
AGENDA**

- 1.Consideration to Approve Agenda
- 2.Comments from the Public on any Agenda Item (3) THREE MINUTES
- 3.Approval of Meeting Minutes – May 19<sup>th</sup>, 2026, Workshop Meeting and May 19<sup>th</sup> Regular Meeting.
- 4.Sheriff's Report
- 5.Code Enforcement Report
- 6.Suncoast Fire Report
- 7.Treasurers Report – May 2026
- 8.Counsel Report
- 9.Presentation – Forward Pinellas
- 10.Discussion – Safebuilt Services
11. Approve Budget Meeting Dates
12. Establishment of the Auditor Selection Committee
- 13.Mayor/Commissioner Comment on Non-Agenda Items
- 14.Public Comment on Non-Agenda Items – (3) THREE MINUTES
15. Adjourn

POSTED AT – [belleairshore.com](http://belleairshore.com) and City of Belleair Bluffs

Any person who decides to appeal any decision of the Town Council with respect to any matter considered at any such meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes that testimony and evidence upon which the appeal is to be based.



**TOWN OF BELLEAIR SHORE  
WORKSHOP MEETING  
TUESDAY, MAY 19<sup>TH</sup>, 2026 – 4:30 P.M.  
CITY OF BELLEAIR BLUFFS CONFERENCE ROOM  
2747 SUNSET BLVD, BELLEAIR BLUFFS, FL 33770  
MINUTES**

Present at roll call: Commissioner Tolbert, Commissioner Lally, Commissioner Cain, Vice Mayor Storie, Mayor Blume and Attorney Lewis.

Discussion – Proposed Ordinance 2026-02 – Sunshade Permit Program

Mayor Blume explained this meeting is to discuss the proposed ordinance for the Sunshade Permit Program. The Commission has tried to alter the ordinance to be more flexible for Belleair Shore residents to utilize tents, etc. on their private property without having a Deputy asking if they are the owners.

Commissioner Lally stated her intention for bringing this to commission was to allow more flexibility for guests and visitors to not be restricted to just the use of an umbrella, when on the beach, on private property. A lengthy discussion ensued amongst the commission, each sharing their comments on the ordinance. The commission was agreeable to see if the City of Belleair Beach would be agreeable with the ordinance and how we can work together.

Mayor Blume asked for public comment.

Frank Bankard, resident of Belleair Beach, spoke regarding parking in Belleair Beach and E-Bikes parking on beach accesses. Mr. Bankard also spoke regarding the beach umbrellas.

Roger, resident of Belleair Beach – suggested using the hurricane passes.

Frank Manzo, resident of Belleair Beach, spoke in favor of the ordinance and does not mind getting a permit.

Mike Lally, resident of Belleair Shore, asked if an owner were to use just a towel on the beach would a permit be required. Vice Mayor Storie answered no, this ordinance is just for shade structures.

Workshop Mtg.

5/19/2026

Anette Hopper, resident Belleair Beach, spoke regarding trespassing.

Commissioner Lally asked what the penalty is if the owner or Belleair Beach resident is not using a permit. Attorney Lewis stated it would be the same as a citation.

Bob Schmidt, resident of Belleair Shore, commented that this is a good ordinance and the residents of Belleair Shore and Belleair Beach were happy with the ordinance when passed. Mr. Schmidt also commented on E-Bikes.

Kevin Cox, resident of Belleair Shore, stated this is the third meeting he has attended where this ordinance has been discussed, and thanked the commission for the workshop.

After discussion consensus of the commission is for each commissioner to send their comments to Attorney Lewis.

Mayor Blume closed the workshop meeting.

Respectfully submitted,

*Mary Palmer*

Mary F. Palmer, MMC  
Town Clerk



**TOWN OF BELLEAIR SHORE  
TOWN MEETING  
TUESDAY, MAY 19<sup>TH</sup>, 2026 – FOLLOWING WORKSHOP MEETING  
CITY OF BELLEAIR BLUFFS CONFERENCE ROOM  
2747 SUNSET BLVD, BELLEAIR BLUFFS, FL 33770  
MINUTES**

Present, Commissioner Tolbert, Commissioner Lally, Commissioner Cain, Vice Mayor Storie, Mayor Blume and Attorney Denhardt.

Consideration to Approve Agenda

Commissioner Tolbert moved to approve the agenda, seconded by Vice Mayor Storie. The voice vote was unanimous.

Comments from the Public on any Agenda Item (3) THREE MINUTES

None

Approval of Meeting Minutes – April 21<sup>st</sup>, 2026

Commissioner Tolbert moved to approve the minutes, seconded by Commissioner Lally. The voice vote was unanimous.

Sheriff's Report

Deputy Trump reviewed the monthly analysis report with the commission. Commissioner Lally asked if there were any trespassing call, Deputy Trump stated he does not see any. Vice Mayor Storie stated he called a few times for trespassing. After discussion Deputy Trump will ask if they can make trespassing calls specific in the report.

Code Enforcement Report

Deputy Trump reviewed the April report with the commission.

Suncoast Fire Report

Division Chief Wilfong reviewed the April report with the commission.

Treasurers Report – April 2026

Town Clerk Palmer reviewed the report with the commission. Commissioner Lally moved to approve the report, seconded by Commissioner Tolbert. The voice vote was unanimous.

Counsel Report

No report.

Request for Town Support – Pinellas Suncoast and Fire Rescue

Trying to acquire property at Tiki Gardens and they are asking for a resolution of support from all the cities/towns. After discussion, Commissioner Lally moved to approve Resolution 01-2026 with revisions by Attorney Lewis, seconded by Commissioner Tolbert. The voice vote was unanimous.

Discussion of Meeting with the Sheriff

Commissioner Tolbert reported on the meeting held via a phone call which was attended by himself, Attorney Lewis, Sheriff Gualtieri and their Attorney Shannon Lockheart. The big take away is it would help the Sheriff's Office for the town to involve them when ordinances are amended or created so they are aware of what the town is trying to do and to help with enforcement.

Discussion of the Erosion Control Line Project

Attorney Lewis stated the required signatures have been collected. At this point a vote is needed to move forward. Commissioner Tolbert commented that the removal should benefit both Belleair Shore and Belleair Beach residents. Vice Mayor Storie commented the reason for removal is the ECL was placed in error and the town is just trying to correct the error. Vice Mayor Storie moved to submit the application for the ECL removal, seconded by Commissioner Lally.

Public Comments

Debbie Maul, resident of Belleair Beach, commented on the ECL removal and the signs at the accesses.

Frank Bankard, resident of Belleair Beach, commented on the ECL certification.

There being no further comment, the motion and second was approved by unanimous vote.

Mayor/Commissioner Comments on Non-Agenda Items

Commissioner Lally stated at the last meeting it was discussed about post storm services and would volunteer to help the Town Clerk with getting things together for the town website.

Mayor Blume stated Town Clerk Palmer reached out to Safebuilt for full Building Services and to include post storm services. Town Clerk Palmer was asked to reach out to Safebuilt to attend the next meeting to discuss it with the commission. Mayor Blume asked if the additional Code Enforcement is still going on, Commissioner Tolbert stated it is not. Mayor Blume commented that when the beach renourishment was completed last year surveys were done and he has contacted Pinellas County

regarding getting a copy of the surveys. The cost would be approximately \$2,000.00 and each owner would get a copy. Consensus of the Commission was to wait until the ECL removal. Mayor Blume reported a quote has been received for audit services for FY 2026 audit, and Mayor Blume asked Town Clerk Palmer to reach out for other quotes.

The next meeting will be June 16<sup>th</sup> at 6:00 p.m.

Public Comment on Non-Agenda Items

Frank Bankard asked for the name of the survey company, Mayor Blume stated he did not have the name but referred Mr. Bankard to Pinellas County.

Vice Mayor Storie moved to adjourn the meeting, seconded by Vice Mayor Storie. The voice vote was unanimous.

Respectfully submitted,

*Mary Palmer*

Mary F. Palmer, MMC  
Town Clerk



**PINELLAS COUNTY  
SHERIFF'S  
REPORT**

PINELLAS COUNTY SHERIFF'S OFFICE  
BOB GUALTIERI, SHERIFF



STRATEGIC PLANNING DIVISION

BELLEAIR SHORE MONTHLY ANALYSIS

Select UCR Property & Person Crimes

May 2026

Select UCR Property & Person Crimes	April 2026	May 2026	May 2025 YTD	May 2026 YTD
Murder	0	0	0	0
Sex Offenses	0	0	0	0
Robbery	0	0	0	0
Assaults	0	0	0	2
Burglary	0	0	0	0
Larceny	0	0	1	0
Motor Vehicle Theft	0	0	0	0
<b>GRAND TOTAL</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

Prepared by: Casey Taylor

Data Source: ACISS: UCR Offenses with Occurred Address, Arrested Subjects

CAD: Crime Analysis Views, Crime Analysis Incident History (Dispo- 7), Vehicle Abandoned/Illegally Parked

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6/9/2026

## Arrests

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**May 2026**

There were ***NO*** people arrested in the City of Belleair Shore during the month of May.

## Deputy Activity

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There was a total of **206** events in the City of Belleair Shore during the month of May resulting in **213** units responding.

The table below reflects the events to include both self-initiated and dispatched calls in the City of Belleair Shore for the month of May. \*CAD data is filtered by problem type.

### May 2026

DEPUTY ACTIVITY	TOTAL
Directed Patrol	146
Vehicle Abandoned/Illegally Parked	19
House Check	13
Ordinance Violation	7
Special Detail	6
Area Check	5
Alarm	3
Contact	3
911 Hangup Or Open Line	1
Trespass	1
Information/Other	1
Transport Prisoner	1

Prepared by: Casey Taylor

Data Source: ACISS: UCR Offenses with Occurred Address, Arrested Subjects

CAD: Crime Analysis Views, Crime Analysis Incident History (Dispo-7), Vehicle Abandoned/Illegally Parked

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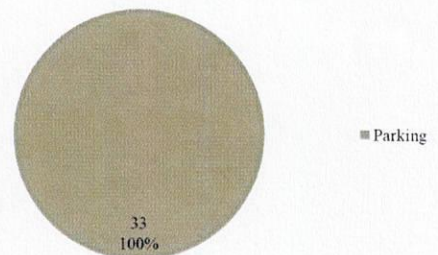
## Crash & Citation Analysis

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There were **NO** crashes in the City of Belleair Shore during May 2026. \*Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

There was a total of **33** parking citations issued in the City of Belleair Shore during May 2026.

Citations and Warnings



Prepared by: Casey Taylor

Data Source: ACISS: UCR Offenses with Occurred Address, Arrested Subjects

CAD: Crime Analysis Views, Crime Analysis Incident History (Dispo- 7), Vehicle Abandoned/Illegally Parked

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6/9/2026



# CODE ENFORCEMENT REPORT

DATE	ADDRESS	DESCRIPTION	CASE NOTES/ACTION	STATUS
05/04/26	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-142675 - SEE BELOW	
	1880 GULF BLVD	PARKING VIOLATION	SO26-142506 - Private access lot posted private and by permit only. No permit upon inspection of front and rear of vehicle. Vehicle registration from Tampa - 66AFFU BLK AUDI - CITATION K142111 - 100.00	NEW / CLOSED
	600 GULF BLVD	PARKING VIOLATION	SO26-142698 - Inspection of the private access noted a White in color Cadillac Tag Mississippi WXS507 parked in the lot posted private access, parking with permit only. Vehicle walked 2x with no visible permit. Not local registration - Parking Citation issued K142112 - 100.00	NEW / CLOSED
05/07/26	1880 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-142725 - 19TH STREET ACCESS - No vehicles in parking lot. Very light foot traffic on beach area. No violations noted.	NEW / CLOSED
	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-146392 - SEE BELOW	
	600 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-146423 - 6TH STREET BEACH ACCESS - One permitted vehicle in lot. A few beach goers on beach in access area. No violations observed.	NEW / CLOSED
	40 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-146436 - SOUTH CITY LIMIT - Very light foot traffic. No violations observed on beach area. Did note to homeowner of address that possibly a piece of plywood on second floor rear window may be slightly unsecured. NFA	NEW / CLOSED
	1200 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-146464 - 12TH STREET BEACH ACCESS - No vehicles in lot. No violations noted. Very light foot traffic on waters edge.	NEW / CLOSED
05/19/26	1880 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-146455 - 19TH STREET BEACH ACCESS - Two permitted vehicles in lot. Light beachgoers. Very light foot traffic. No violations observed.	NEW / CLOSED
	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-160274 - SEE BELOW	
	1200 GULF BLVD	DIRECTED PATROL / BEACH PATROL	SO26-160275 - 1200 GULF BLVD / 444 CAUSEWAY BLVD - DIRECTED PATROL / BEACH ENFORCEMENT PATROL - Beach enforcement patrol throughout Belleair Shore and Belleair Beach. Light foot traffic on beach areas. No violations noted.	NEW / CLOSED
	1880 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-160375 - DIRECTED PATROL / 19TH STREET ACCESS - Two permitted vehicles. No pedestrians. Very light foot traffic on beach area. No violations noted.	NEW / CLOSED
	1200 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-160381 - 1200 GULF BLVD - DIRECTED PATROL / 12TH STREET BEACH ACCESS - Two permitted vehicles. No pedestrians. Very light foot traffic on beach area. No violations noted.	NEW / CLOSED
	2747 SENESET BLVD	CITY COUNCIL MEETING	SO26-160435 - COMMUNITY CONTACT / CITY COUNCIL MEETING - Attended Belleair Shore work session regarding beach access permits for residents. Attended City Council meeting. No major LEO issues brought forth.	NEW / CLOSED
05/21/26	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-162599 - SEE BELOW	
	1880 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-162635 - 19TH STREET ACCESS - One permitted vehicle. No pedestrians. Very light foot traffic on beach area. No violations observed.	NEW / CLOSED
	1200 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-162650 - 12TH STREET ACCESS - No vehicles in lot. No pedestrians. Very light foot traffic on beach area. No violations noted.	NEW / CLOSED
	1060 GULF BLVD	F/U ORD VIOL / BLIGHTED PROPERTY	SO26-162667 - FOLLOW UP / HOUSE CHECK - House check on 1060 Gulf Blvd. No recent construction activity. Demo Permits have been obtained and filed with City and County. Home appears secure.	F/U / OPEN
05/25/26	600 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-162688 - 6TH STREET BEACH ACCESS - Two permitted vehicles. One person on beach area. Very light foot traffic along water. No violations noted.	NEW / CLOSED
	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-167364 - SEE BELOW	
	1200 GULF BLVD	DIRECTED PATROL / BEACH PATROL	SO26-167370 - DIRECTED PATROL / BEACH ENFORCEMENT - Beach enforcement on ATV. Ordinance Violation Shade Structure just to the south of 1200 Gulf Blvd. Second shade structure observed, noted to belong to BS resident. No other violations. One Turtle nest observed and marked by Clearwater Aquarium.	NEW / CLOSED
	1200 GULF BLVD	ORD VIOL / SHADE STRUCTURE	SO26-167413 - 1200 GULF BLVD - ORDINANCE VIOLATION / SHADE STRUCTURE - Routine patrol noted a large shade structure being placed on beach area just to the south of the 12th St access. Contact with the owner noted they were BB residents but not aware of ordinance. Removed large structure explaining ordinance.	NEW / CLOSED
05/28/26	1200 GULF BLVD	CODE ENFORCEMENT DUTIES	SO26-171113 - SEE BELOW	
	40 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-171123 - SOUTH CITY LIMIT - Foot patrol of south city limit noted, very light foot traffic on beach area. No persons sitting in area. No violations noted.	NEW / CLOSED
	200 GULF BLVD	F/U ORD VIOL / BLIGHTED PROPERTY	SO26-171140 - 200 GULF BLVD - FOLLOW UP ORDINANCE VIOLATION / BLIGHTED PROPERTY (WEST SIDE) Contact with owners of home who advised permits and engineering being completed and project to clean up debris and rebuild should be starting soon.	F/U / OPEN
	320 GULF BLVD	F/U ORD VIOLATION / TREE IN ROW	SO26-171153 - FOLLOW UP ORDINANCE VIOLATION / TREE IN RIGHT OF WAY - Inspection of the property following contact by deputies and county officials regarding tree in right-of-way. Tree has been removed. Closed.	F/U / CLOSED
	1200 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-171174 - 12TH STREET BEACH ACCESS - No vehicles in parking lot. No pedestrians at this time. Very light foot traffic on beach area. No violations noted.	NEW / CLOSED
	1880 GULF BLVD	DIRECTED PATROL / FOOT PATROL	SO26-171199 - 19TH STREET BEACH ACCESS - 2 permitted vehicles. A few beach goers sitting on beach access area. Three pedestrians sitting on curb by grass area. Young females advised waiting on UBER ride when asked if they were ok. UBER picked them up a few minutes later. No violations.	NEW / CLOSED

CLOSED



# PINELLAS SUNCOAST FIRE RESCUE REPORT

# Management Report

Town of Belleair Shore  
May 2026



Prepared by  
**Mary Palmer**

Prepared on  
**June 8, 2026**

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# Profit and Loss

May 2026

	<b>Total</b>
<b>INCOME</b>	
312.410 Local Option Gas Tax	147.62
312.600 Infrastructure Tax	2,178.52
315.000 Communications Services Taxes	151.64
322.000 Building Permits	1,000.00
335.120 State Revenue Sharing	155.77
335.180 Local Gov't. 1/2 Cent Sales Tax	517.88
351.100 Court Fines	940.00
361.100 Interest	2,450.34
369.900 Miscellaneous Revenue	119.25
<b>Total Income</b>	<b>7,661.02</b>
<b>GROSS PROFIT</b>	
	<b>7,661.02</b>
<b>EXPENSES</b>	
512.100 Personnel Services	1,575.00
512.110 Taxes - FICA & Medicare	120.49
512.300 General Operating Expense	312.56
512.450 Insurance	14,090.00
513.300 Financial Operating Expenses	5.00
513.310 Professional Svcs. - Accounting	3,000.00
514.310 Professional Services - Legal	2,009.00
515.310 Planning Operating – Professional Services	395.10
521.300 Law Enforcement Contract	2,821.00
521.302 Law Enforcement Contract Secondary	1,584.00
531.300 Electric Utility Services	247.58
534.300 Garbage/Solid Waste Control Svc	2,585.12
575.300 Code Enforcement	1,019.68
<b>Total Expenses</b>	<b>29,764.53</b>
<b>NET OPERATING INCOME</b>	
	<b>-22,103.51</b>
<b>NET INCOME</b>	
	<b>\$ -22,103.51</b>

# Balance Sheet

As of May 31, 2026

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
101.002 LGIP (State Board of Admin) Pool A	0.00 664,661.38
<b>Total 101.002 LGIP (State Board of Admin)</b>	<b>664,661.38</b>
101.005 Valley Bank	93,329.44
<b>Total Bank Accounts</b>	<b>757,990.82</b>
<b>Other Current Assets</b>	
105.100 A/R - County Revenue	284.37
105.200 A/R - State Revenue	697.17
QuickBooks Tax Holding Account	674.48
<b>Total Other Current Assets</b>	<b>1,656.02</b>
<b>Total Current Assets</b>	<b>759,646.84</b>
<b>Other Assets</b>	
137.000 Prepaid Items	15,287.98
<b>Total Other Assets</b>	<b>15,287.98</b>
<b>TOTAL ASSETS</b>	<b>\$774,934.82</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200.000 *Accounts Payable	3,008.65
<b>Total Accounts Payable</b>	<b>3,008.65</b>
<b>Other Current Liabilities</b>	
240.000 Payroll Liabilities	
240.100 Federal Taxes (941/943/944)	410.13
240.200 Federal Unemployment (940)	283.50
<b>Total 240.000 Payroll Liabilities</b>	<b>693.63</b>
Salaries Payable 251.000	250.00
<b>Total Other Current Liabilities</b>	<b>943.63</b>
<b>Total Current Liabilities</b>	<b>3,952.28</b>
<b>Total Liabilities</b>	<b>3,952.28</b>
<b>Equity</b>	
271.000 Fund Balance	674,820.62
32000 Retained Earnings	56,053.15
Net Income	40,108.77
<b>Total Equity</b>	<b>770,982.54</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$774,934.82</b>

# Town of Belleair Shore

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

May 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
311.000 Ad Valorem Taxes		11,433.25	-11,433.25	
312.410 Local Option Gas Tax	147.62	170.83	-23.21	86.41 %
312.600 Infrastructure Tax	2,178.52	1,500.00	678.52	145.23 %
315.000 Communications Services Taxes	151.64	172.58	-20.94	87.87 %
322.000 Building Permits	1,000.00	500.00	500.00	200.00 %
335.120 State Revenue Sharing	155.77	225.00	-69.23	69.23 %
335.180 Local Gov't. 1/2 Cent Sales Tax	517.88	519.67	-1.79	99.66 %
351.100 Court Fines	940.00	500.00	440.00	188.00 %
361.100 Interest	2,450.34	2,083.33	367.01	117.62 %
369.900 Miscellaneous Revenue	119.25	0.00	119.25	
389.000 Uncategorized Income		0.00	0.00	
<b>Total Income</b>	<b>\$7,661.02</b>	<b>\$17,104.66</b>	<b>\$ -9,443.64</b>	<b>44.79 %</b>
<b>GROSS PROFIT</b>	<b>\$7,661.02</b>	<b>\$17,104.66</b>	<b>\$ -9,443.64</b>	<b>44.79 %</b>
<b>Expenses</b>				
512.100 Personnel Services	1,575.00	1,575.00	0.00	100.00 %
512.110 Taxes - FICA & Medicare	120.49	120.50	-0.01	99.99 %
512.300 General Operating Expense	312.56	966.67	-654.11	32.33 %
512.450 Insurance	14,090.00	4,583.33	9,506.67	307.42 %
513.300 Financial Operating Expenses	5.00	190.00	-185.00	2.63 %
513.310 Professional Svcs. - Accounting	3,000.00	708.33	2,291.67	423.53 %
513.320 Office Supplies		83.33	-83.33	
513.330 Dues & Memberships		125.00	-125.00	
514.310 Professional Services - Legal	2,009.00	1,666.67	342.33	120.54 %
515.310 Planning Operating – Professional Services	395.10	125.00	270.10	316.08 %
521.300 Law Enforcement Contract	2,821.00	2,821.00	0.00	100.00 %
521.302 Law Enforcement Contract Secondary	1,584.00	0.00	1,584.00	
531.300 Electric Utility Services	247.58	300.00	-52.42	82.53 %
534.300 Garbage/Solid Waste Control Svc	2,585.12	1,249.58	1,335.54	206.88 %
539.300 Physical Environment - Other		41.67	-41.67	
574.300 Contingencies		1,548.58	-1,548.58	
575.300 Code Enforcement	1,019.68	833.33	186.35	122.36 %
576.300 Planning Services/Advertising		166.67	-166.67	
<b>Total Expenses</b>	<b>\$29,764.53</b>	<b>\$17,104.66</b>	<b>\$12,659.87</b>	<b>174.01 %</b>
<b>NET OPERATING INCOME</b>	<b>\$ -22,103.51</b>	<b>\$0.00</b>	<b>\$ -22,103.51</b>	<b>0.00%</b>
<b>NET INCOME</b>	<b>\$ -22,103.51</b>	<b>\$0.00</b>	<b>\$ -22,103.51</b>	<b>0.00%</b>

# Town of Belleair Shore

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

October 2025 - September 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
311.000 Ad Valorem Taxes	130,401.16	137,199.00	-6,797.84	95.05 %
312.410 Local Option Gas Tax	1,232.44	2,050.00	-817.56	60.12 %
312.600 Infrastructure Tax	12,045.60	18,000.00	-5,954.40	66.92 %
315.000 Communications Services Taxes	1,106.76	2,071.00	-964.24	53.44 %
322.000 Building Permits	7,500.00	6,000.00	1,500.00	125.00 %
335.120 State Revenue Sharing	1,276.89	2,700.00	-1,423.11	47.29 %
335.180 Local Gov't. 1/2 Cent Sales Tax	3,453.46	6,236.00	-2,782.54	55.38 %
351.100 Court Fines	6,585.00	6,000.00	585.00	109.75 %
361.100 Interest	17,633.47	25,000.00	-7,366.53	70.53 %
369.900 Miscellaneous Revenue	260.65	0.00	260.65	
389.000 Uncategorized Income		0.00	0.00	
<b>Total Income</b>	<b>\$181,495.43</b>	<b>\$205,256.00</b>	<b>\$ -23,760.57</b>	<b>88.42 %</b>
<b>GROSS PROFIT</b>	<b>\$181,495.43</b>	<b>\$205,256.00</b>	<b>\$ -23,760.57</b>	<b>88.42 %</b>
<b>Expenses</b>				
512.100 Personnel Services	13,350.00	18,900.00	-5,550.00	70.63 %
512.110 Taxes - FICA & Medicare	1,304.79	1,446.00	-141.21	90.23 %
512.300 General Operating Expense	7,450.78	11,600.00	-4,149.22	64.23 %
512.450 Insurance	42,270.00	55,000.00	-12,730.00	76.85 %
513.300 Financial Operating Expenses	1,277.00	2,280.00	-1,003.00	56.01 %
513.310 Professional Svcs. - Accounting	8,950.00	8,500.00	450.00	105.29 %
513.320 Office Supplies	341.98	1,000.00	-658.02	34.20 %
513.330 Dues & Memberships	859.00	1,500.00	-641.00	57.27 %
514.310 Professional Services - Legal	20,998.20	20,000.00	998.20	104.99 %
515.310 Planning Operating – Professional Services	3,522.99	1,500.00	2,022.99	234.87 %
521.300 Law Enforcement Contract	25,389.00	33,852.00	-8,463.00	75.00 %
521.302 Law Enforcement Contract Secondary	1,980.00	0.00	1,980.00	
531.300 Electric Utility Services	1,780.97	3,600.00	-1,819.03	49.47 %
534.300 Garbage/Solid Waste Control Svc	10,157.06	14,995.00	-4,837.94	67.74 %
539.300 Physical Environment - Other	3,974.68	500.00	3,474.68	794.94 %
572.300 Gate Maintenance	64.10		64.10	
574.300 Contingencies		18,583.00	-18,583.00	
575.300 Code Enforcement	9,375.28	10,000.00	-624.72	93.75 %
576.300 Planning Services/Advertising	572.40	2,000.00	-1,427.60	28.62 %
<b>Total Expenses</b>	<b>\$153,618.23</b>	<b>\$205,256.00</b>	<b>\$ -51,637.77</b>	<b>74.84 %</b>
<b>NET OPERATING INCOME</b>	<b>\$27,877.20</b>	<b>\$0.00</b>	<b>\$27,877.20</b>	<b>0.00%</b>
<b>Other Expenses</b>				
Reconciliation Discrepancies	-2,179.34		-2,179.34	
<b>Total Other Expenses</b>	<b>\$ -2,179.34</b>	<b>\$0.00</b>	<b>\$ -2,179.34</b>	<b>0.00%</b>
<b>NET OTHER INCOME</b>	<b>\$2,179.34</b>	<b>\$0.00</b>	<b>\$2,179.34</b>	<b>0.00%</b>
<b>NET INCOME</b>	<b>\$30,056.54</b>	<b>\$0.00</b>	<b>\$30,056.54</b>	<b>0.00%</b>

## Town of Belleair Shore

101.005 Valley Bank, Period Ending 05/31/2026

## RECONCILIATION REPORT

Reconciled on: 06/08/2026

Reconciled by: clerkbelleairshore@gmail.com

Any changes made to transactions after this date aren't included in this report.

## Summary

	USD
Statement beginning balance	
Interest earned	117,777.41
Checks and payments cleared (15)	306.32
Deposits and other credits cleared (8)	-15,674.53
Statement ending balance	5,210.68
	<u>107,619.88</u>
Uncleared transactions as of 05/31/2026	
Register balance as of 05/31/2026	-200.44
Cleared transactions after 05/31/2026	107,419.44
Uncleared transactions after 05/31/2026	0.00
Register balance as of 06/08/2026	-10,052.23
	<u>97,367.21</u>

## Details

## Checks and payments cleared (15)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/01/2026	Tax Payment		QuickBooks Payroll	-195.50
05/01/2026	Payroll Check	DD	Mary Palmer	-652.25
05/04/2026	Expense		Waste Connections of Florida	-1,247.10
05/06/2026	Expense		Intermedia Net	-86.93
05/08/2026	Check	0278	Persson, Cohen, mooney, Fer...	-2,009.00
05/08/2026	Check	0277	SafeBuilt/M.T. Causley, LLC	-395.10
05/08/2026	Check	0276	Pinellas County Sheriff's Office	-3,840.68
05/08/2026	Check	0279	Dabiri Designs	-85.00
05/11/2026	Check	0280	GW TAX & ACCOUNTING	-3,000.00
05/11/2026	Check	0281	Pinellas County Sheriff's Office	-1,584.00
05/15/2026	Payroll Check	DD	Mary Palmer	-652.26
05/15/2026	Tax Payment		Intuit QuickBooks Workforce	-195.48
05/18/2026	Expense		Duke Energy	-247.58
05/26/2026	Expense		Valley 1 Card	-145.63
05/28/2026	Expense		Waste Connections of Florida	-1,338.02
<b>Total</b>				<b>-15,674.53</b>

## Deposits and other credits cleared (8)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/11/2026	Deposit		Clerk of the Circuit Court	940.00
05/14/2026	Deposit		Civitek	500.00
05/19/2026	Deposit		State of Florida	155.77
05/20/2026	Deposit			151.64
05/26/2026	Deposit		Ama Redero	119.25
05/26/2026	Deposit		Civitek	500.00
05/27/2026	Deposit		State of Florida	517.88
05/28/2026	Deposit		Pinellas County BCC	2,326.14
<b>Total</b>				<b>5,210.68</b>

## Additional Information

## Uncleared checks and payments as of 05/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/02/2024	Expense	Inv. 53968	United Mini of Clearwater	-80.00
08/23/2024	Expense		United Mini of Clearwater	-80.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2024	Journal	AJE - 04		-176.60
09/30/2024	Journal	AJE - 04		-150.01
10/15/2024	Expense		Verizon	-40.44
<b>Total</b>				<b>-527.05</b>

## Uncleared deposits and other credits as of 05/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2024	Deposit		State of Florida	176.60
04/30/2024	Deposit		State of Florida	150.01
<b>Total</b>				<b>326.61</b>

## Uncleared checks and payments after 05/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/01/2026	Tax Payment		Intuit QuickBooks Workforce	-195.50
06/01/2026	Payroll Check	DD	Mary Palmer	-652.25
06/03/2026	Check	0285	Pinellas County Sheriff's Office	-3,840.68
06/03/2026	Check	0283	Persson, Cohen, mooney, Fer...	-4,819.95
06/03/2026	Check	0284	Dabiri Designs	-148.75
06/03/2026	Check	0282	SafeBuilt/M.T. Causley, LLC	-395.10
<b>Total</b>				<b>-10,052.23</b>

Town of Belleair Shore  
**Pool A, Period Ending 05/31/2026**  
**RECONCILIATION REPORT**

Reconciled on: 06/08/2026

Reconciled by: clerkbelleairshore@gmail.com

Any changes made to transactions after this date aren't included in this report.

**Summary**

	USD
Statement beginning balance .....	662,517.36
Interest earned .....	2,144.02
Checks and payments cleared (0) .....	0.00
Deposits and other credits cleared (0) .....	0.00
Statement ending balance .....	<u>664,661.38</u>
Uncleared transactions as of 05/31/2026 .....	0.00
Register balance as of 05/31/2026 .....	664,661.38

**Additional Information**

Uncleared checks and payments as of 05/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/01/2023	Journal	Correct Florida Prime		-1,582.00
02/29/2024	Deposit		Florida Prime Investments Svc	-2,209.18
<b>Total</b>				<b>-3,791.18</b>

Uncleared deposits and other credits as of 05/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2023	Journal	10 Adjusting JE		1,582.00
02/08/2024	Journal	Closed Money Market		0.00
02/29/2024	Deposit		Florida Prime Investments Svc	2,209.18
<b>Total</b>				<b>3,791.18</b>

# Town of Belleair Shore

Check Detail Report

May 2026

Transaction date	Transaction type	Num	Name	Description	Cleared	Amount
101.005						
Valley Bank						
05/01/2026	Payroll Check	DD	Mary Palmer	Pay Period: 04/26/2026-05/10/2026	Cleared	-652.25
05/01/2026	Payroll Check	DD	Mary Palmer	Direct Deposit	Uncleared	-652.25
05/01/2026	Tax Payment		QuickBooks Payroll	Tax withdrawal	Cleared	-195.50
05/01/2026	Tax Payment		QuickBooks Payroll	Tax withdrawal	Uncleared	195.50
05/04/2026	Expense		Waste Connections of Florida	Invoice 4374959W416	Cleared	-
						1,247.10
05/04/2026	Expense		Waste Connections of Florida	Service		1,247.10
05/06/2026	Expense		Intermedia Net		Cleared	-86.93
05/06/2026	Expense		Intermedia Net	Email Service		86.93
05/08/2026	Check	0276	Pinellas County Sheriff's Office	Law Inv.1760696	Cleared	-
				Code Inv. 1770656		3,840.68
05/08/2026	Check	0276	Pinellas County Sheriff's Office	Law Enforcement Service		2,821.00
05/08/2026	Check	0276	Pinellas County Sheriff's Office	Code Enforcement Service		1,019.68
05/08/2026	Check	0277	SafeBuilt/M.T. Causley, LLC	Invoice 3793135	Cleared	-395.10
05/08/2026	Check	0277	SafeBuilt/M.T. Causley, LLC	Plan Reviews		395.10
05/08/2026	Check	0278	Persson, Cohen, mooney, Fernandez & Jackson, P.A.	Invoice 7015	Cleared	-
				Attorney Fees		2,009.00
05/08/2026	Check	0278	Persson, Cohen, mooney, Fernandez & Jackson, P.A.			2,009.00
05/08/2026	Check	0279	Dabiri Designs	Invoice 0064-2026-05	Cleared	-85.00
05/08/2026	Check	0279	Dabiri Designs	Website Service		85.00
05/15/2026	Payroll Check	DD	Mary Palmer	Pay Period: 05/11/2026-05/25/2026	Cleared	-652.26
05/15/2026	Payroll Check	DD	Mary Palmer	Direct Deposit	Uncleared	-652.26
05/15/2026	Tax Payment		Intuit QuickBooks Workforce	Tax withdrawal	Cleared	-195.48
05/15/2026	Tax Payment		Intuit QuickBooks Workforce	Tax withdrawal	Uncleared	195.48
05/18/2026	Expense		Duke Energy	For service, Apr 15 - May 13, 2026	Uncleared	-247.58
05/18/2026	Expense		Duke Energy			247.58
05/26/2026	Expense		Valley 1 Card		Uncleared	-145.63



Belleair Shores, FL, Town of  
 Attn: Palmer, Mary  
 1200 Gulf Blvd  
 Belleair Shores, FL 337863351  
 clerk@belleairshore.com

**Invoice**

**Invoice Number:** 3793135  
**Invoice Date:** 4/30/2026  
**Terms:** Net 30 Days  
**Due Date:** 5/30/2026  
**Customer #:** AJ-0012069  
**Customer PO #:**

**Planning and Zoning Services  
 Summary**

Description	Current Amount
Plan Review	\$395.10
<b>Invoice Total</b>	<b>\$395.10</b>

**Supporting Detail**

**Plan Review**

Bruce Cooper | Multiple Licenses

Date	Units	Rate	Amount	Notes
4/6/2026	1.00	\$131.70	\$131.70	1060 Gulf
4/14/2026	1.00	\$131.70	\$131.70	1000 Gulf
4/22/2026	1.00	\$131.70	\$131.70	960 Gulf 1440 Gulf
<b>Subtotal</b>	<b>3.00</b>		<b>\$395.10</b>	

**Please remit to:**  
**P.O BOX 919903**  
**Orlando, FL 32891-9903**

Net Invoice:	\$395.10
Freight:	\$0.00
Sales Tax:	\$0.00
<b>Invoice Total:</b>	<b>\$395.10</b>





# REPORT



# Forward Pinellas Overview and Activities

June 16, 2026  
Belleair Shore

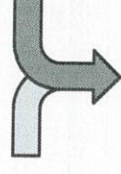


Forward Pinellas



# Forward Pinellas: Who We Are

- Formed from a merger of the **Pinellas Planning Council (PPC)** and **Metropolitan Planning Organization (MPO)** in 2014
- PPC provides land use coordination among **all 25 local governments**
- One of 27 MPOs in Florida, but unique in **integrating land use & transportation**
- Provide **technical assistance, set priorities, build consensus, and guide development decisions**
- Strengthens and aligns land use and transportation **decision-making**
- **Prioritizes** transportation projects for state and federal investment



# Forward Pinellas Governing Board

- 19 elected officials representing the **Board of County Commissioners (BCC), 24 municipalities, and the Pinellas Suncoast Transit Authority**
- As the MPO, the board makes **transportation planning decisions independently**
- As the PPC, the board is **advisory to the BCC** (acting as the Countywide Planning Authority) for **land use planning** to fulfill the Pinellas County Charter for countywide planning



Forward Pinellas Board, 2026

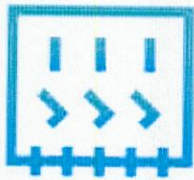




TRANSPORTATION PRIORITIES



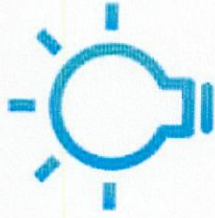
# Funding Transportation Projects



Develop annual list of priorities



Align transportation funding  
with land use goals and  
Advantage Pinellas



Work with FDOT to advance  
local priorities

# Local Government Grants

- 11 years
- >\$13M awarded
- Local demand and desire for more funding flexibility
- Leverage transportation funding to achieve land use, economic and redevelopment goals



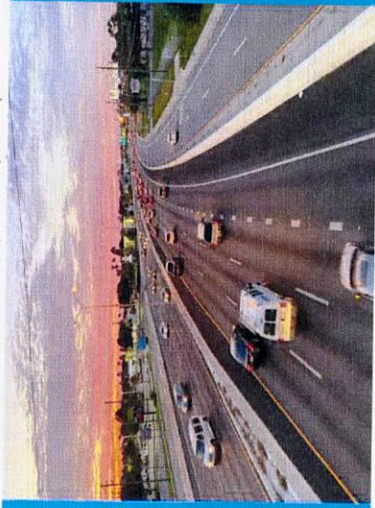
- Competitive Program
- Pre application meeting required
- Technical assistance available
- Technical scoring for evaluation
- Planning and Capital Grants



# Planning Grants

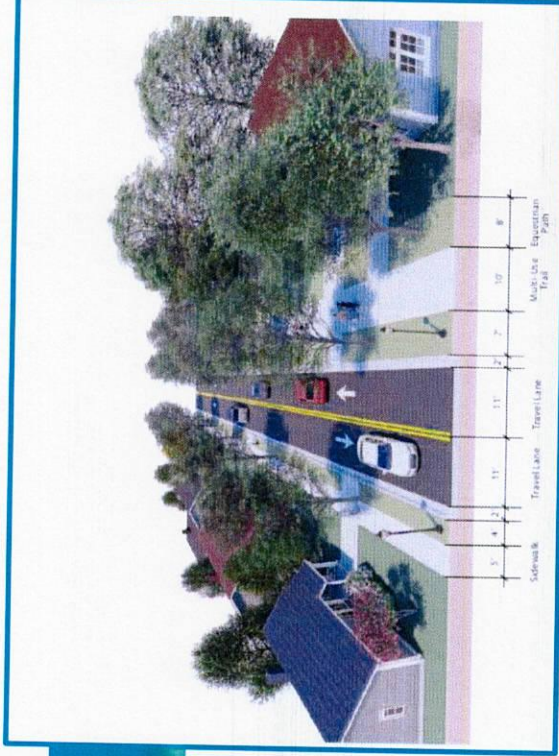
- \$150,000 for Planning projects available in FY 2027
- Minimum project award of \$35,000
- Roster of Consultants available for Concept Planning projects
- Projects could include:

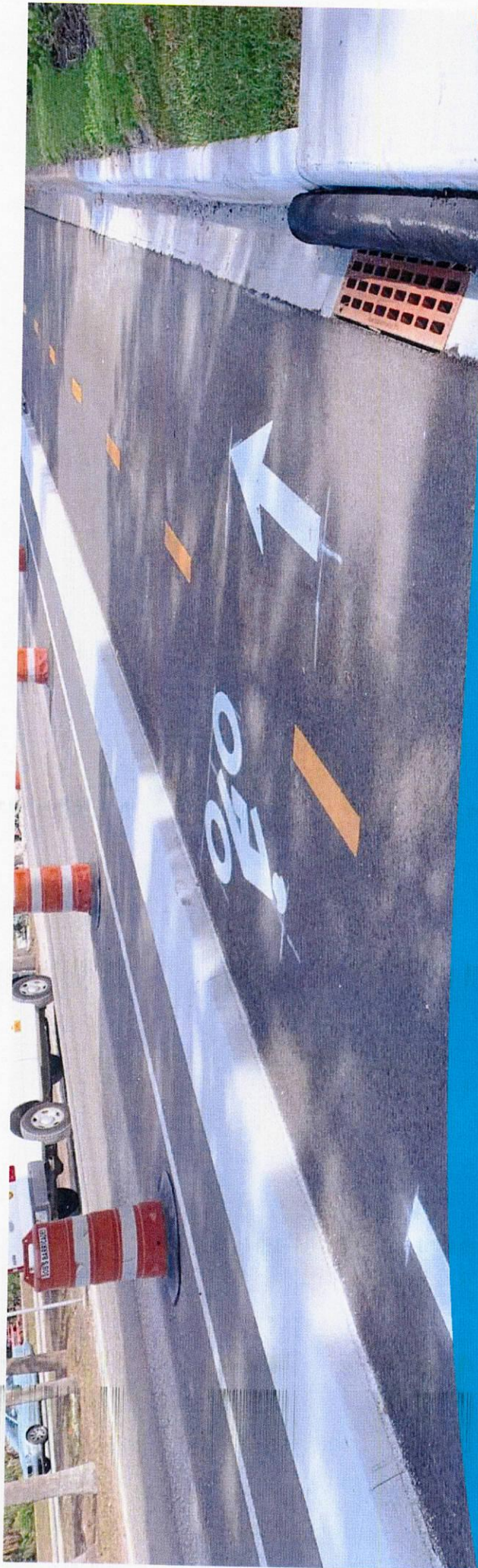
Roadway Concept Plans	Community Walking Audits
Specialty Transportation Research	Pilot Technology Applications
Safety Analyses	Visioning Workshops
Community Charettes	



# Funded Planning Grants

- 54th Ave – Pinellas County
- Drew St. - Clearwater
- Skinner Blvd – Dunedin
- Ft. Harrison – Clearwater
- 18th Ave S. - St. Petersburg
- 78th Ave N. - Pinellas Park
- Disston Ave. – Tarpon Springs
- Downtown District – St. Pete Beach
- Whitney Rd. - Pinellas County
- Clearwater-Largo Rd. - Largo
- 60th St – Pinellas Park
- 31st St.- St. Petersburg
- Micromobility Expansion Study – St. Petersburg
- Citywide Multimodal Study – Kenneth City





- \$3 million for Construction/Capital Project(s)
  - Prioritized to seek inclusion in the fifth year of the 2028 – 2032 FDOT Work Program (not guaranteed)
  - Minimum project award of \$300,000
- Projects could include:
  - Complete streets, procurement of multimodal counting equipment, technological equipment to improve mobility, bicycle parking infrastructure, safety improvement projects, etc.

## **Construction/ Capital Grants**

# Funded Capital Grants

- 34<sup>th</sup> St. S. – St. Petersburg
- St. Petersburg Dr. – Oldsmar
- Rosery Rd. – Largo
- 22<sup>nd</sup> St. S. – St. Petersburg
- Skinner Blvd. – Dunedin
- 62<sup>nd</sup> Ave. N. – Pinellas County
- 1<sup>st</sup> Ave. S. – St. Petersburg
- Central Ave. – St. Petersburg
- 60<sup>th</sup> St. – Pinellas Park
- Citywide Signal Upgrades – St. Petersburg





# Timeline



Summer 2026 – Call for Projects



Fall 2026 – Applications Due



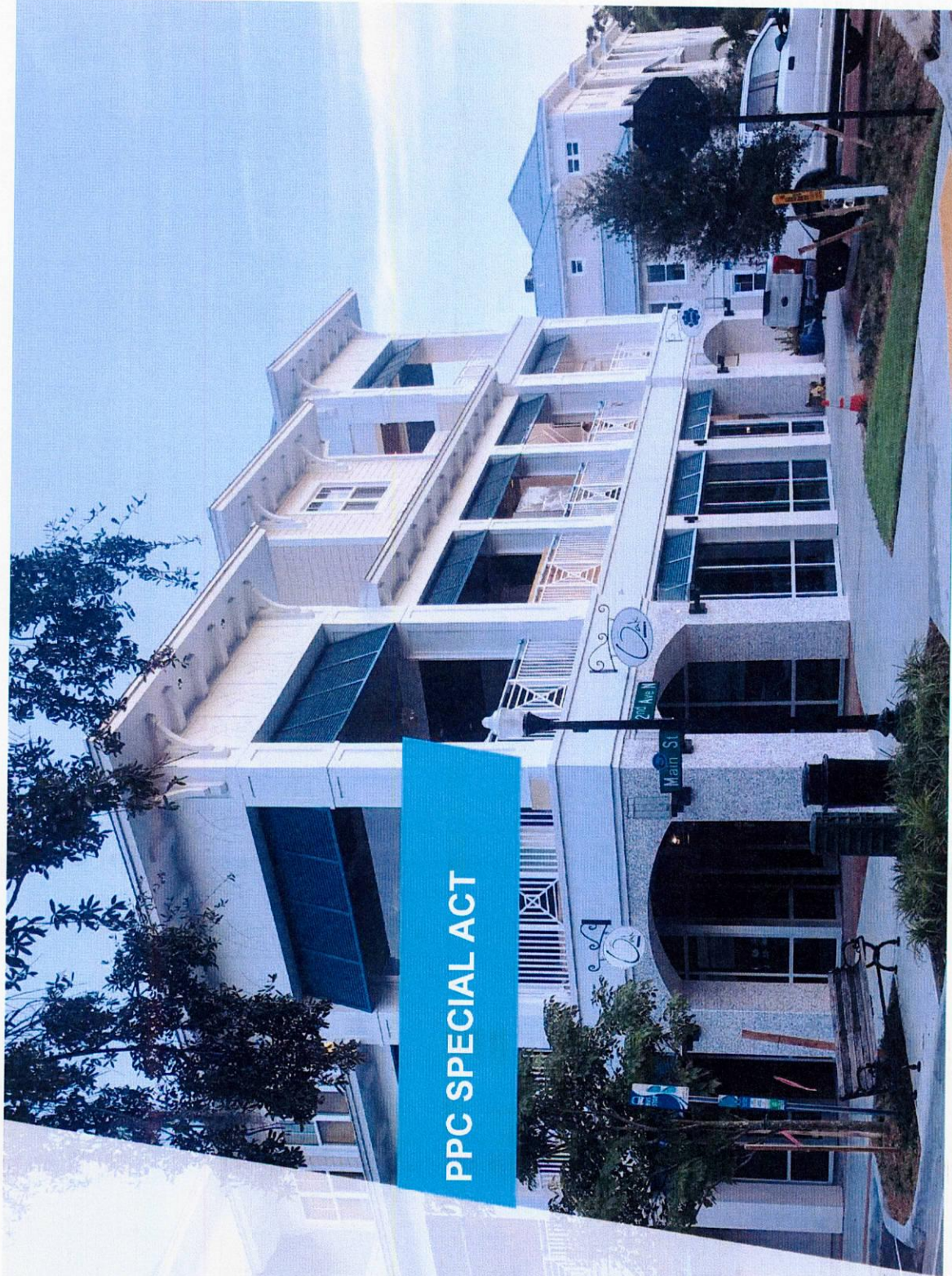
Early 2027 – Award Recommendations



July 1, 2027 – Planning Funds Available



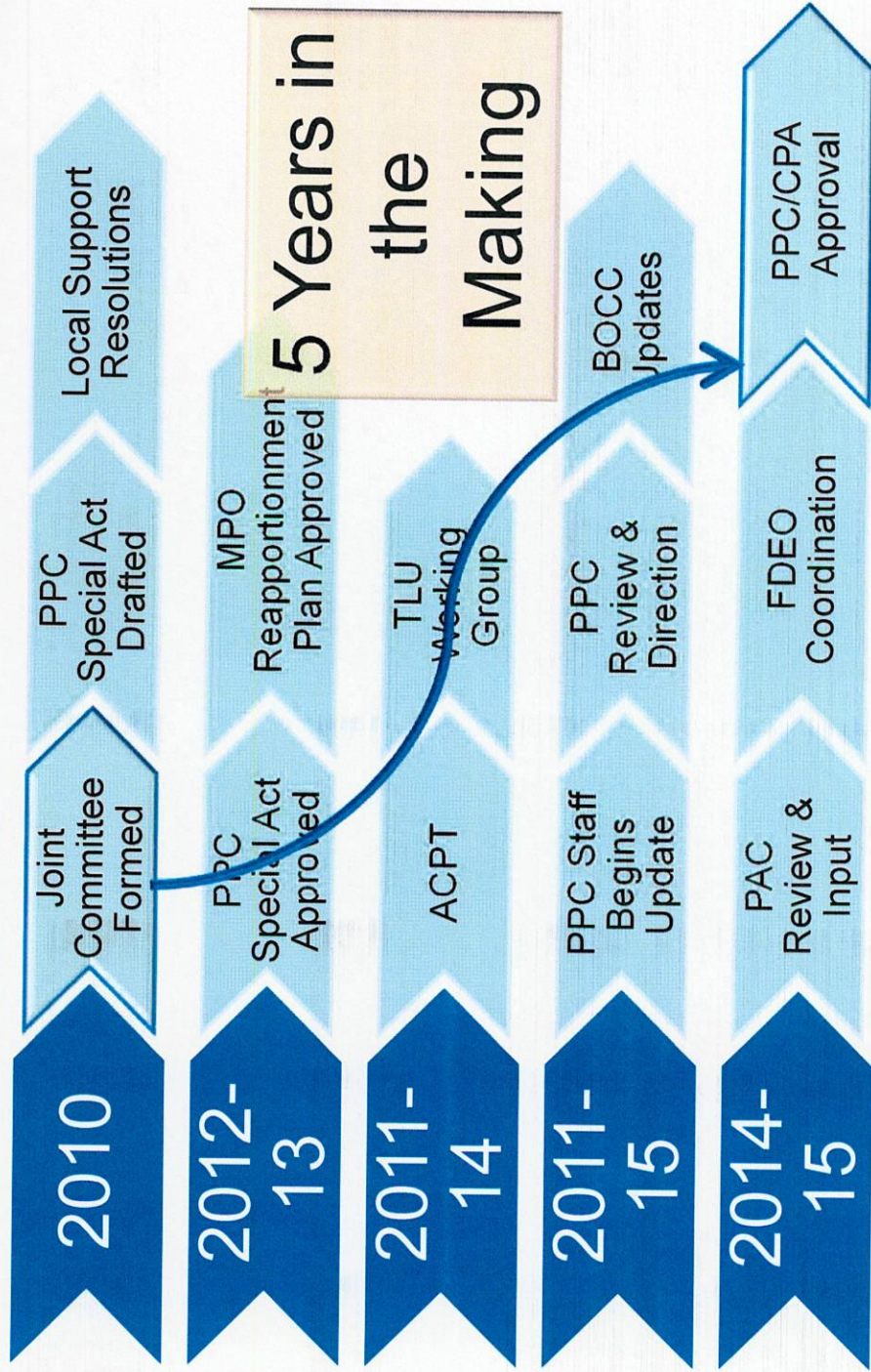
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PPC SPECIAL ACT



# Steps that Led to the PPC-MPO Merger



# PPC Purpose & Authority (Special Act)

- **Purpose & Intent:** Develop a broadly defined, policy-based countywide plan focusing on future land use, transportation, and intergovernmental coordination—with PPC coordinating the MPO’s transportation planning functions, fulfilling the County Charter Requirement
- **Membership & Governance:** PPC’s board membership is the same as MPO; officers elected in concert; quorum and meetings governed in the Special Act

Section 1. County planning council created.—There is created a countywide planning and coordinating council to be known as the “Pinellas Planning Council,” hereinafter referred to as the “council.” The council shall have common membership and function as a single, unified board with the Pinellas County Metropolitan Planning Organization (“MPO”).

# Strategic Projects & Innovation

- Local zoning/land use regulatory reform
  - Mixed-use, form-based codes, accessory dwelling units
- Corridor, mobility, and other planning studies
  - Pasadena Avenue, East Bay Drive, US 19, Knowledge Exchange Series, Transit Return on Investment
- Comprehensive Plan updates for partner communities
-

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# Forward Pinellas Overview and Activities

June 16, 2026  
Belleair Shore

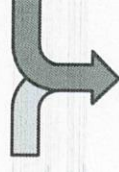


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Forward Pinellas Board, 2026

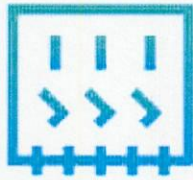




TRANSPORTATION PRIORITIES



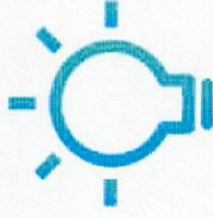
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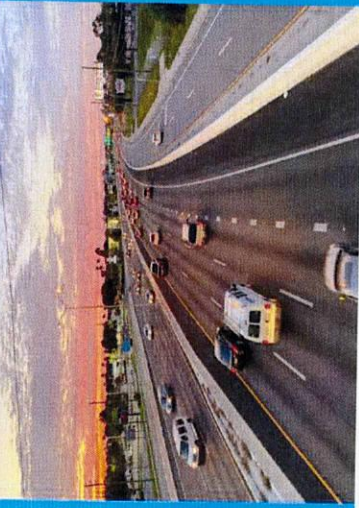
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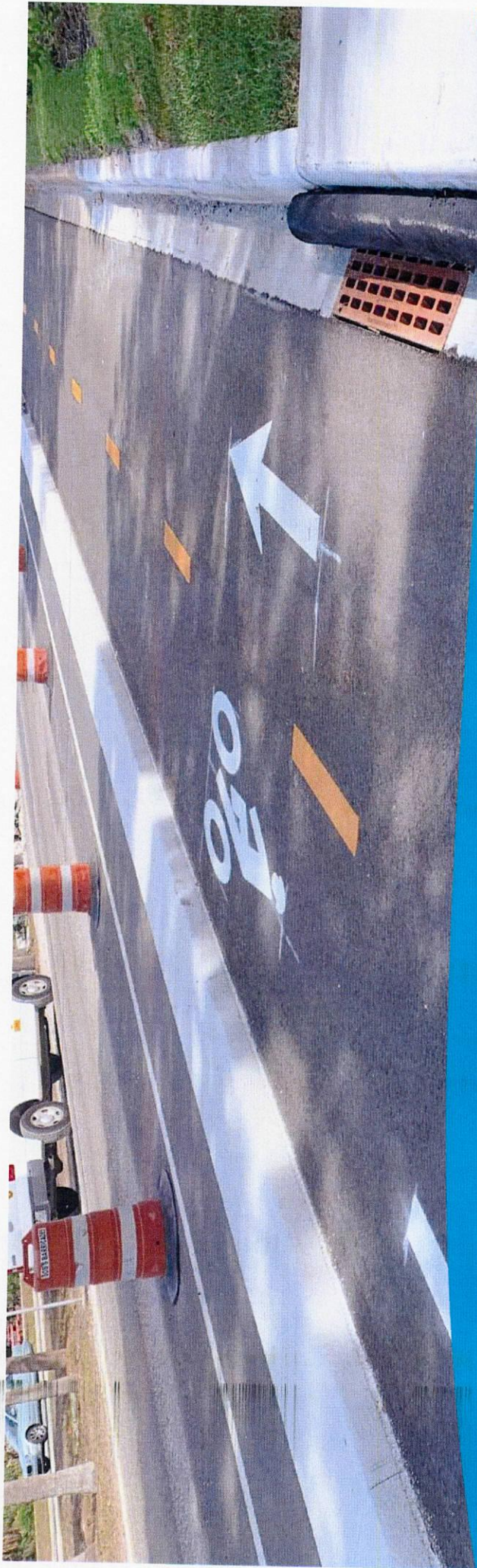
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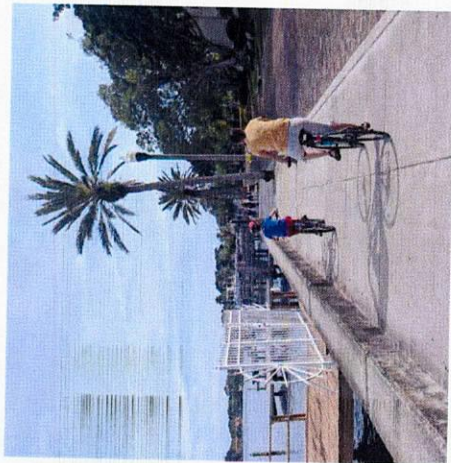
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# Timeline



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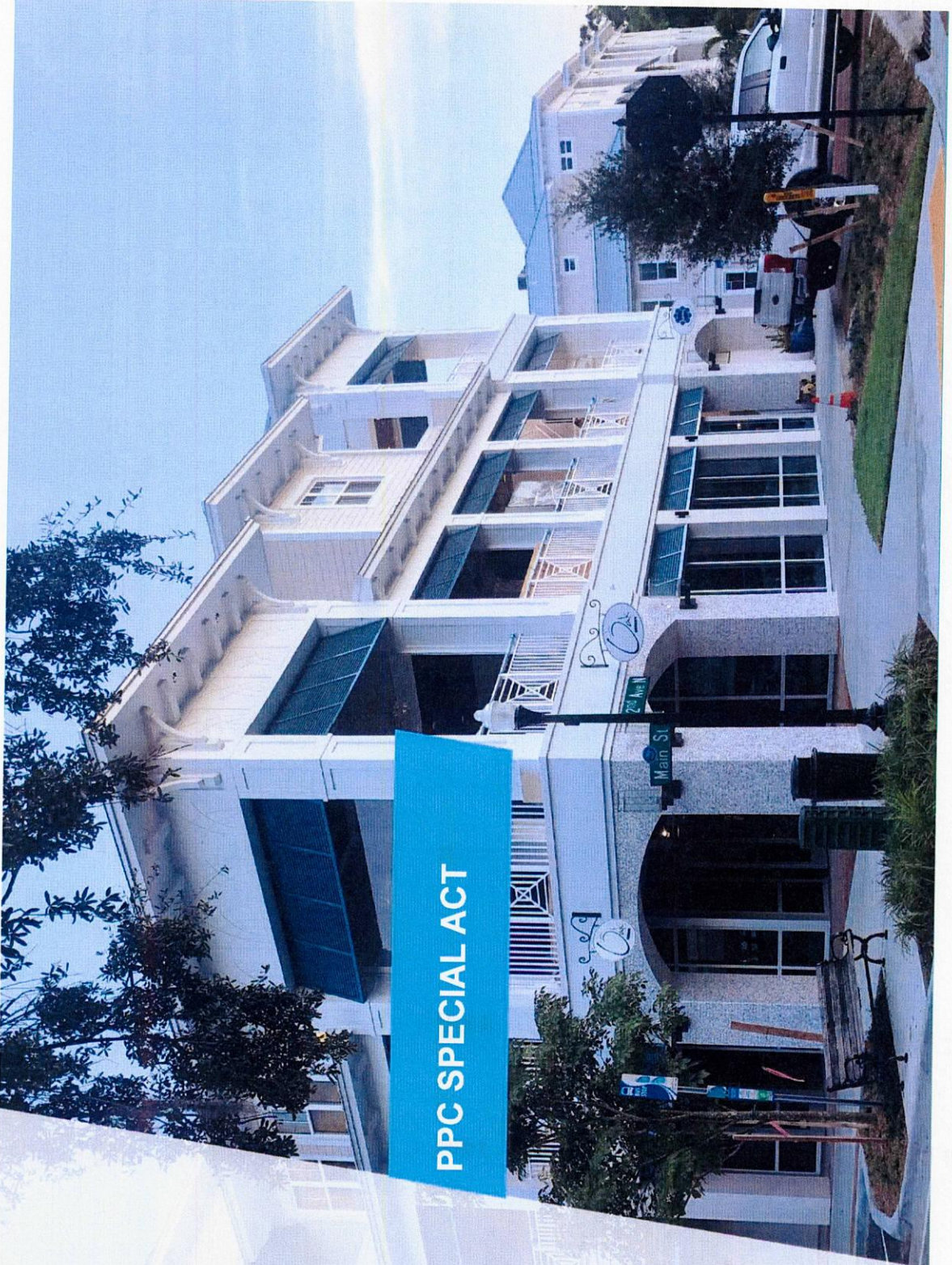
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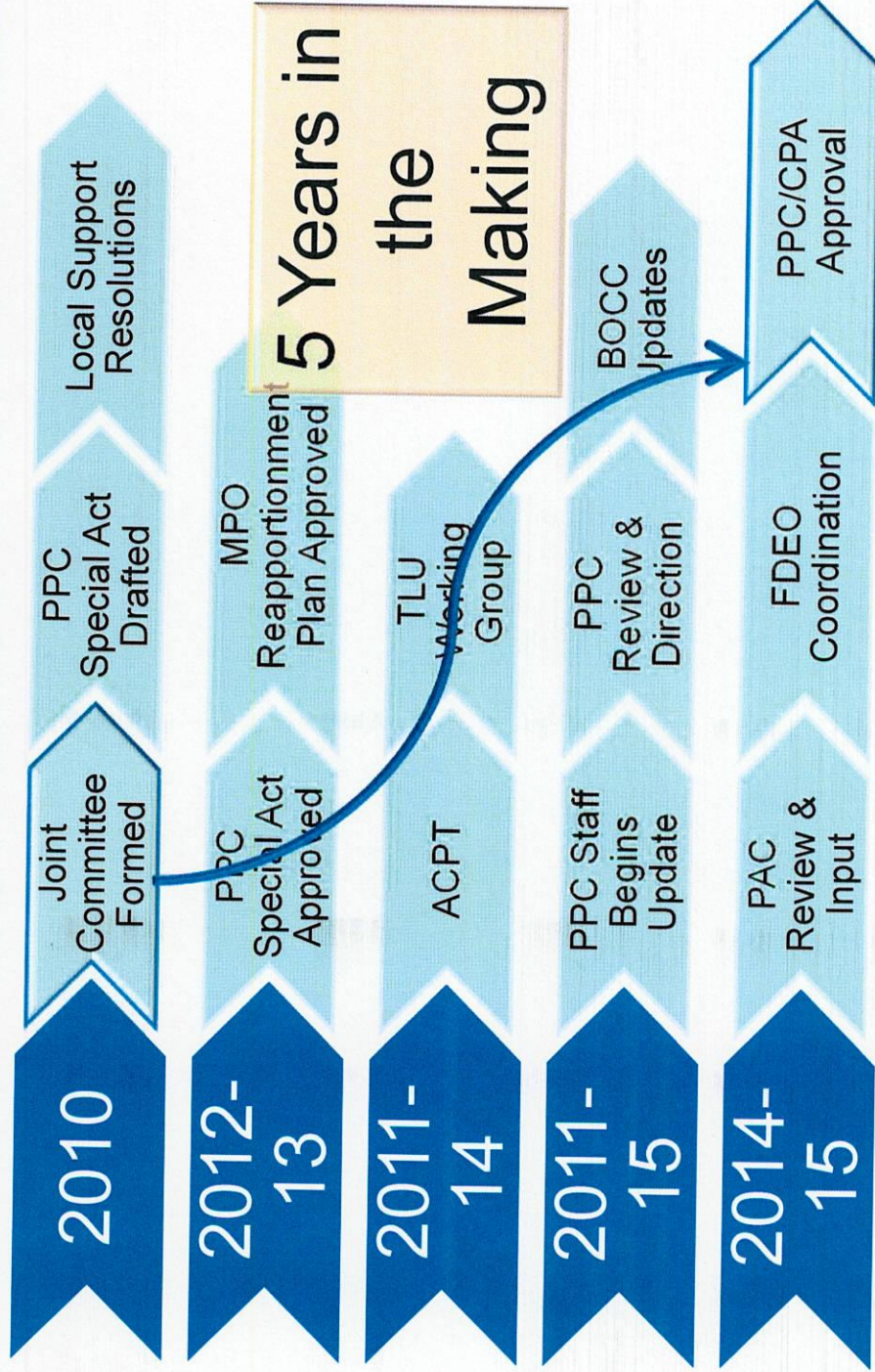
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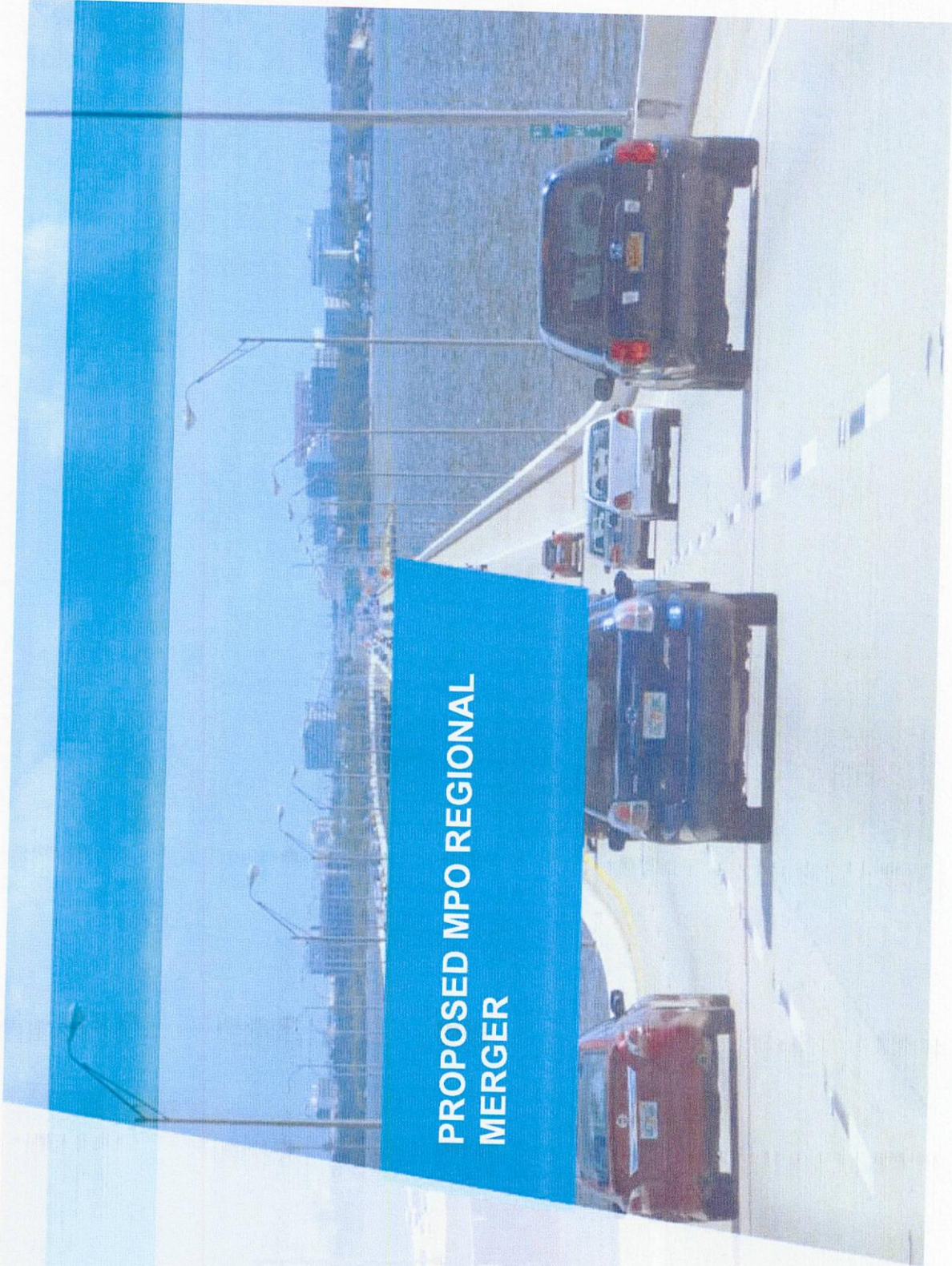
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- Corridor, mobility, and other planning studies
  - Pasadena Avenue, East Bay Drive, US 19, Knowledge Exchange Series, Transit Return on Investment
- Comprehensive Plan updates for partner communities
- ArcGIS Urban and CityEngine
- Outcomes
  - Actionable plan implementation
  - Enhanced technical tools and visualization

[forwardpinellas.org/technical-assistance](http://forwardpinellas.org/technical-assistance)



Step	What You Do	When
1. Develop Bill Concept	Draft concept and prepare materials for the delegation.	<b>Fall 2026</b> (before first delegation meeting)
2. Attend First Pinellas Delegation Meeting	Present the concept to the Pinellas Legislative Delegation. Required before the bill can advance	Typically, <b>late 2026</b> (exact date set by the Delegation)
3. Publish Legal Notice	Publish the required legal notice in a general circulation newspaper at least 30 days before the second delegation meeting.	30+ days prior to the second meeting ( <b>Nov–Dec 2026</b> )
4. Submit Final Draft to Delegation	Send the final draft of the local bill to the Delegation Chair at least 30 days before the second meeting, then electronically 7 days before the meeting for distribution.	30 days before & again 7 days before the second meeting
5. Delegation Chair Distributes Materials	Chair sends out all bill materials to the Delegation members 48 hours before the second meeting.	Automatically by the Delegation Chair
6. Attend Second Pinellas Delegation Meeting	Public hearing on the bill; Delegation takes an official majority vote to approve the local bill for filing.	Usually, <b>December 2026 or early January 2027</b>
7. Advertisement Requirement (Statewide)	Publish the advertisement of the local bill text at least 30 days before legislative filing.	~ <b>January 2027</b>
8. Obtain Sponsoring Legislator(s)	Secure a House sponsor (and Senate sponsor if needed).	Before the filing deadline
9. File the Local Bill	Sponsor files the bill via Leagis before the House filing deadline (usually Friday before the Session or noon on Day 1).	<b>Late Feb 2027 / March 2, 2027</b>
10. Submit Required Forms	Provide the Local Bill Certification Form, Economic Impact Statement, and related documents.	At the time of filing
11. Committee Referral	Bill is assigned to committees (e.g., Local Administration).	After filing
12. Legislative Consideration	Bill moves through committees, chambers, and to the Governor if passed.	<b>Spring 2027 Session</b>



**PROPOSED MPO REGIONAL  
MERGER**



Regional MPO

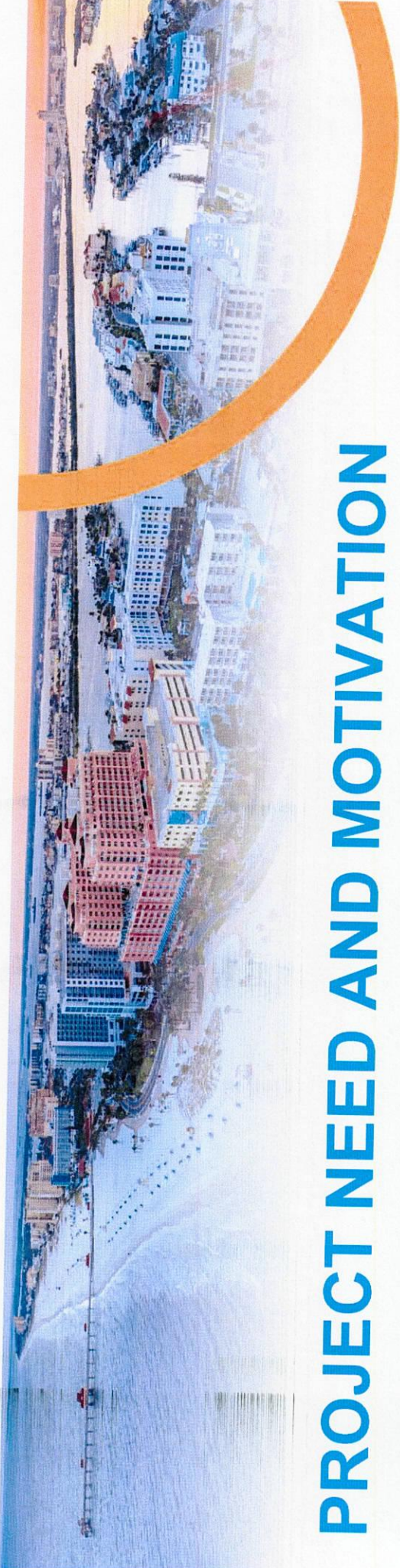
# How Did We Get Here?



In response to state legislation in the 2023 Florida Legislative Session, the MPOs representing Hillsborough, Pasco, and Pinellas counties jointly submitted a report, including a Memorandum of Understanding (MOU), to the Legislature and the Governor's Office outlining the process for creating a single metropolitan planning organization serving those three counties.

**The three MPOs are building on those earlier efforts by establishing a proposed implementation framework and organizational strategy for consideration and adoption by local officials and the Governor's office.**

This project follows the outline of the adopted MOU, as included in the MPOs report to the State of Florida.



# PROJECT NEED AND MOTIVATION

A Single Local Decision-Making Policy Board to Prioritize Federal Transportation Investments in the TMA Area to Present a Unified Voice

A Forum for Maximum Coordination Across County Lines

Speak with One Voice on Transportation Priorities



# ACTIVITIES COMPLETED



## MPO Employee (Culture) Survey Summary

- Initial Reactions to a Potential Merger
- Perceived Benefits and Concerns
- Key Leadership Priorities for a Successful MPO Merger

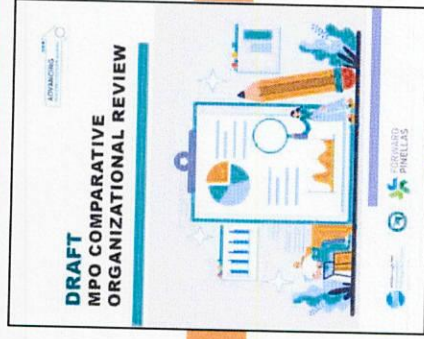
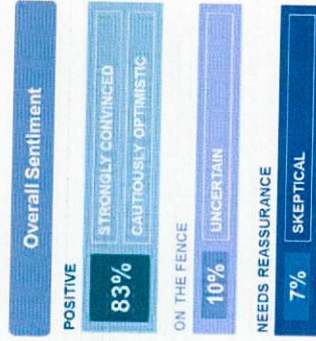


## Summary of MPO Operations

- Boards and Active Committees
- Contractual Agreements
- Financial State
- Staffing and Management



## Principals Workshop (November 14, 2025)



## MPO Operational Comparison Report

- Governing Board and Advisory Committees
- Contractual Agreements
- Organizational Management
- Financial Statement Review

# REGIONAL SNAPSHOT

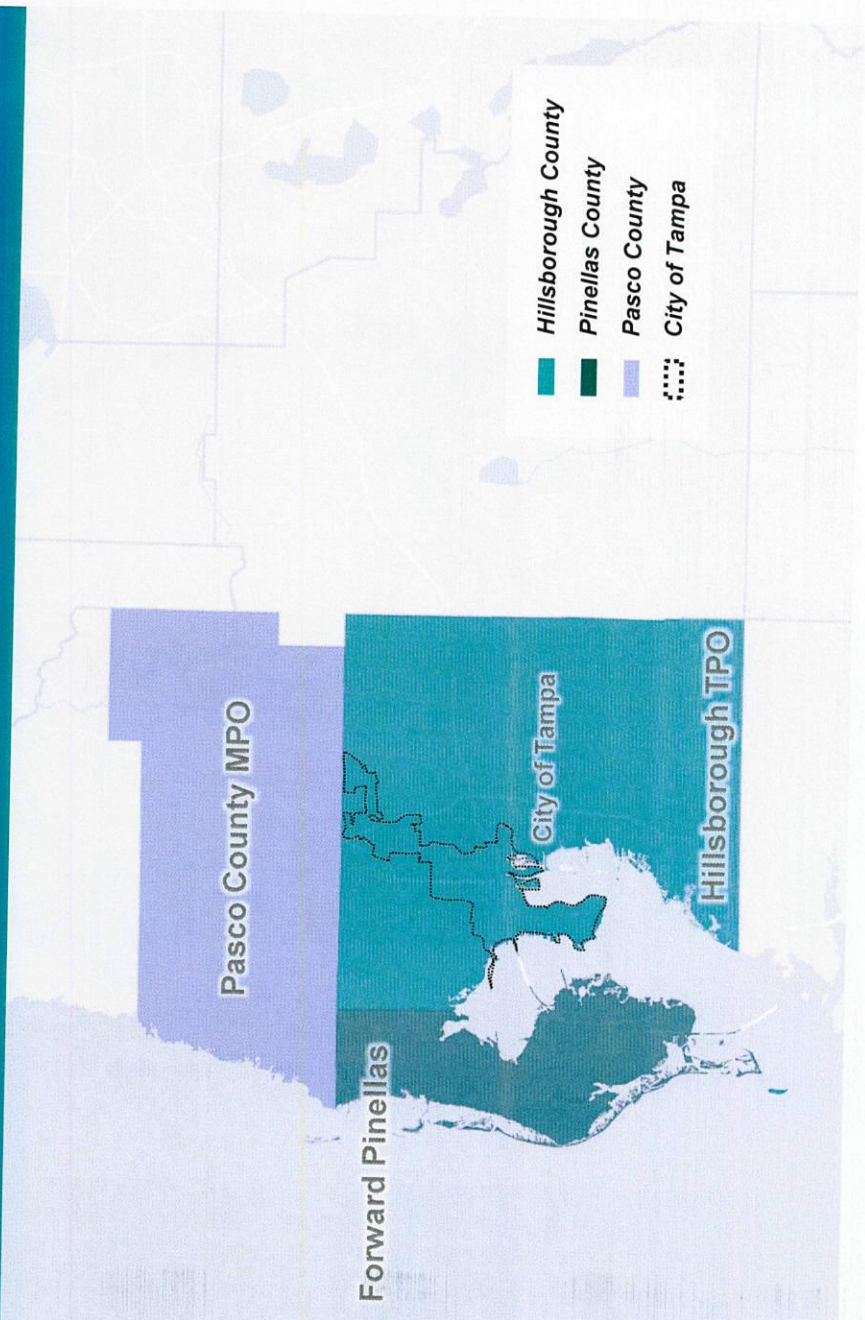
## 2020 Population

**Hillsborough TPO**  
City of Tampa > 50,000  
2 Cities < 50,000  
**1.5M**  
Population

**Pasco County**  
6 Cities < 50,000  
**0.6M**  
Population

**Forward Pinellas**  
4 Cities > 50,000  
20 Cities < 50,000  
**1.0M**  
Population

Source: 2020 U.S. Census



# DRAFT APPORTIONMENT PLAN - Pinellas

	Seat Totals
<b>TOTAL MPO BOARD VOTING SEATS</b>	<b>25</b>
<b>Pinellas</b>	<b>8</b>
Board of County Commissioners (BOCC)	2
City of St. Petersburg	2
City of Clearwater	1
City of Largo	1
City of Pinellas Park	1
Rotating Smaller City (All)	1
Hillsborough	10
Pasco	5
Hillsborough County Aviation Auth.	1
Port Tampa Bay	1
<b>NON-VOTING ADVISORS**</b>	
FDOT	1
Transit Agencies	3



\*This presumes each population apportioned seat will determine their representation, including those for smaller cities with approx. <50,000 population.  
 \*\*Non-voting advisors sit on the dais, provide comments and feedback, but do not participate in votes.

# REGIONAL SNAPSHOT Next Steps

## Under Development:

- Bylaws, interlocal agreement service offering options, and organizational alternatives

## Fall 2026:

- Review of organization alternatives and associated transition and start up costs

## Spring 2027

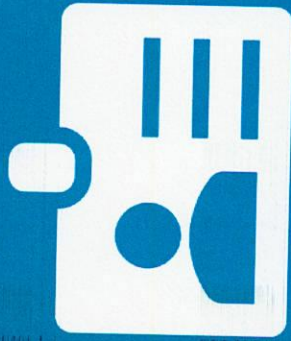
- Finalize legal agreements based on preferred organization alternative, develop staffing plan and HR policies, and develop agency financial architecture

## Late 2027

- Transmit final package to Governor's Office for review and acceptance

## Summer 2028

- Regional MPO becomes officially established



## Contact Us

**Whit Blanton, FAICP**

[Wblanton@forwardpinellas.org](mailto:Wblanton@forwardpinellas.org)

[Forwardpinellas.org](http://Forwardpinellas.org)

[Bit.ly/ForwardPinellasExplained](https://bit.ly/ForwardPinellasExplained)



@ForwardPinellas



@fwdpinellas



FORWARD  
PINELLAS

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN TOWN OF BELLEAIR SHORE  
AND M.T. CAUSLEY, LLC**

This Professional Services Agreement ("Agreement") is made and entered into by and between Town of Belleair Shore, a Florida municipal corporation ("Municipality") and M.T. Causley, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

**RECITALS**

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

**1. SCOPE OF SERVICES**

Consultant will perform Services in accordance with codes, amendments and ordinances adopted by the elected body of Municipality. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality in accordance with State of Florida, Chapter 468, Florida Statutes. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Consultant shall provide the Services using Community Core Solutions hardware and software package in accordance with the provisions of Exhibit C.

**2. CHANGES TO SCOPE OF SERVICES**

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

**3. FEE STRUCTURE**

In consideration of Consultant providing services, Municipality shall pay Consultant for any Additional Services performed in accordance with Exhibit B – Fee Schedule for Services as requested by Municipality.

**4. INVOICE & PAYMENT STRUCTURE**

Consultant will invoice Municipality, on a monthly basis and provide all necessary supporting documentation. Compensation for Services shall be as set forth in Exhibit B and may include fees calculated on a percentage basis of applicable permit fees and/or hourly rates as specified herein. All payments are due to Consultant within thirty (30) days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within thirty (30) days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

**5. TERM**

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. Agreement shall automatically renew for

subsequent twelve (12) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon ninety (90) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

All structures that have been permitted, a fee collected, and not yet expired at the time of termination may be completed through final inspection by Consultant if approved by Municipality. Consultant's obligation is met upon completion of final inspection or permit expiration, provided that the time period to reach such completion and finalization does not exceed ninety (90) days. Alternatively, Municipality may exercise the option to negotiate a refund for permits where a fee has been collected but inspections have not been completed. The refund will be prorated according to percent of completed construction as determined by Consultant and mutually agreed upon by all Parties. No refund will be given for completed work.

7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided

to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that Consultant shall be deemed to be an agent of the Municipality for purposes of Section 768.28 Florida Statute.

11. ASSIGNMENT AND SUBCONTRACT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement in connection with the sale of all or substantially all of its assets or ownership interest, effective upon notice to Municipality, and may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION,

WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY OTHER THAN WITH RESPECT TO PAYMENT OF OBLIGATIONS FOR SERVICES. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE REQUIRED PURSUANT TO SECTION 15, BELOW (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

#### 14. INSURANCE

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee. Worker's compensation coverage in "monopolistic" states is administered by the individual state and coverage is not provided by private insurers. Individual states operate a state administered fund of workers compensation insurance which set coverage limits and rates. Monopolistic states: Ohio, North Dakota, Washington, Wyoming.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.
- F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
- G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

#### 15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

#### 16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and Consultant shall retain ownership of all pre-existing Consultant intellectual property, including improvements thereto all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. Subject to the preceding, as between Municipality and Consultant, all deliverables from the performance of the Services (Deliverables) shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such

materials in such manner and for such purposes as determined by it. Notwithstanding any provision of this Agreement to the contrary, Consultant shall have no liability, including under Section 13, with respect to (i) the use by Municipality of unfinished or draft Deliverables or (ii) the use of Deliverables for any project other than that for which they were prepared or (iii) the use of Deliverables after a change in applicable codes or law. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) training, (ii) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; and (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment

eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 100% of the employee's annual salary including bonus and training certification.

23. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first-class United States Mail, or delivered by electronic mail to the following addresses:

If to Municipality:

Steve Blume, Mayor  
Town of Belleair Shore  
2747 Sunset Blvd  
Belleair Bluffs, FL 33770  
Email: [sblueme@belleairshore.com](mailto:sblueme@belleairshore.com)

If to Consultant:

Matthew K. Causley, President  
M.T. Causley, LLC  
10720 Caribbean Blvd, Suite 650  
Cutler Bay, FL 33189  
Email: [mtc@mtcinspectors.com](mailto:mtc@mtcinspectors.com)

CC: Todd Phelps

Email: [tphelps@safebuilt.com](mailto:tphelps@safebuilt.com)

24. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

25. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation,

before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

26. ATTORNEY'S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

27. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

28. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

29. SCRUTINIZED COMPANIES

Consultant verifies that it and any of its affiliates are not scrutinized companies as identified in Section 287.135, F.S. In addition, Consultant agrees to observe the requirements of Section 287.135, F.S., for applicable sub-agreements entered into for the performance of work under this Agreement. Pursuant to Section 287.135, F.S., the Municipality may immediately terminate this Agreement if the Consultant, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Consultant, its affiliates, or subcontractors are placed on any applicable scrutinized companies list or engaged in prohibited contracting activity during the term of the Agreement. As provided in Subsection 287.135(3), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

30. CONFLICT OF INTEREST AND ETHICS REQUIREMENTS

This Agreement is subject to State of Florida Code of Ethics. Agreement may be subject to Palm Beach County Code of Ethics and investigation and/or audit by the Palm Beach County Inspector General in accordance with Ordinance #2011-009. Accordingly, there are prohibitions and limitation on the employment of Municipal officials and employees and contractual relationships providing a benefit to the same.

31. PUBLIC RECORDS

Pursuant to section 119.071, Florida Statutes, Consultant shall comply with Florida's Public Records Act, Chapter 119, Florida Statutes, and agrees to:

- A. Keep and maintain all public records that ordinarily and necessarily would be required by Municipality to keep and maintain in order to perform Services under this Agreement.
- B. Upon request from Municipality's custodian of public records, provide copies to Municipality within a reasonable time and public access to said public records on the same terms and conditions that Municipality would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that said public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- D. Meet all requirements for retaining said public records and transfer, at no cost, to Municipality all said public records in possession of Consultant upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from Chapter 119, Florida Statutes, disclosure requirements. All records stored electronically must be provided to Municipality in a format that is compatible with the information technology systems of Municipality.

**E. IF CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC**

**RECORDS RELATING TO THIS AGREEMENT, CONTACT MARY PALMER, THE CUSTODIAN OF PUBLIC RECORDS AT: 2747 SUNSET BOULEVARD, BELLEAIR BLUFFS, FL 33770; EMAIL: [CLERK@BELLEAIRSHORE.COM](mailto:CLERK@BELLEAIRSHORE.COM); PHONE: 727.593.9296.**

32. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Florida, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

33. COUNTERPARTS

This Agreement and any amendments or task orders may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

34. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

35. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

36. ENTIRE AGREEMENT

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous agreements, communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

M.T. CAUSLEY, LLC

CITY OF BELLEAIR SHORE

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Matthew K. Causley

Name: \_\_\_\_\_

Title: Chief Operating Officer

Title: \_\_\_\_\_

Date: May 4, 2026

Date: \_\_\_\_\_

## EXHIBIT A – LIST OF SERVICES

### 1. LIST OF SERVICES

#### Building Official Services

- Be a resource for Consultant team members, Municipal staff, and applicants
- Help guide citizens through the complexities of the codes in order to obtain compliance
- Monitor changes to the codes including state or local requirements and determine how they may impact projects in the area and make recommendations regarding local amendments
- Provide Building Code interpretations for final approval
- Oversee our quality assurance program and will make sure that we are meeting our agreed upon performance measurements and your expectations
- Oversee certificate of occupancy issuance to prevent issuance without compliance of all departments
- Attend staff and council meetings as requested
- Responsible for reporting for Municipality – frequency and content to be mutually agreed upon
- Issue stop-work notices for non-conforming activities related to provided services – as needed

#### Building, Electrical, Plumbing, and Mechanical Inspection Services

- Consultant utilizes an educational, informative approach to improve the customer's experience
- Perform code compliance inspections to determine that construction complies with approved plans
- Meet or exceed agreed upon performance metrics regarding inspections
- Provide onsite inspection consultations to citizens and contractors while performing inspections
- Return calls and emails from permit holders in reference to code and inspection concerns
- Identify and document any areas of non-compliance
- Leave a copy or provide an electronic version of the inspection results and discuss inspection results with site personnel

#### Remote Plan Review Services

- Provide plan review services electronically or in the traditional paper format
- Review plans for compliance with adopted building codes, local building amendments or building ordinances
- Be a resource to applicants on submittal requirements and be available throughout the process
- Provide feedback to keep plan review process on schedule
- Communicate plan review findings and recommendations in writing
- Return a set of finalized plans and all supporting documentation
- Provide review of plan revisions and remain available to applicant after the review is complete

#### Remote Plan Conveyance

- Electronic plan submittals will be reviewed and returned electronically
- Paper plans will be submitted via Consultant's preferred carrier
- Applicant will submit number of hardcopies required by Municipality
- Consultant will return plans and supporting documents

#### Permit Technician Services

- Provide qualified individuals to perform the functions of this position
- Facilitate the permitting process from initial permit intake to final issuance of permit
- Review submittal documents and request missing information to ensure packets are complete
- Provide front counter customer service as necessary
- Answer questions concerning the building process and requirements at the counter or over the phone
- Form and maintain positive relationships with Municipal staff and maintain a professional image
- Determine permit fees
- Work with Municipal Clerk to facilitate Freedom of Information Act (FOIA) requests, if requested

- Provide inspection scheduling and tracking to ensure code compliance
- Act as an office resource to inspectors in the field
- Process applications for Municipal Boards and Commissions – if requested
- Provide input, tracking and reporting to help increase efficiencies

#### Floodplain Management Services

- Facilitate and assist with the floodplain oversight program as established by Municipality
- Assist Municipality with Municipal CRS audit and provide assistance on improving Municipal CRS rating
- Assist in the preparation of annual re-certification statements for continuing program compliance
- Review elevation certificates for new construction projects
- Assist the Municipality on all required flood plain documentation and elevation certificates before issuance of certificate of occupancy
- Assess current practices to help ensure Municipality is credited with eligible CRS program elements and maintain or improve current classification rating
- Provide assistance with the establishment of a Program for Public Information (PPI) to increase public awareness and earn higher CRS program ratings to reduce flood insurance premiums

#### Damage Assessment Services

In cases of natural disaster, Consultant will provide emergency disaster response including:

- Rapid assessment of the structural integrity of damaged buildings using appropriate forms
- Determine whether structures are safe for use or if entry should be restricted or prohibited
- Post the structure with the appropriate placard
- Coordinate any disaster or emergency response with the appropriate local, state or federal agency(s)
- Track all hours and expenses for reimbursement from federal agencies when appropriate
- Survey construction sites for control of debris hazards
- Coordinate emergency permitting procedures

#### Reporting Services

- Consultant will work with Municipality to develop a mutually agreeable reporting schedule and format

## 2. COMMUNITY CORE SOLUTIONS TERMS AND CONDITIONS

- Provide Community Core in accordance with the terms and conditions of Exhibit C.

## 3. MUNICIPAL OBLIGATIONS

- Municipality will provide Consultant with a list of requested inspections and supporting documents
- Municipality will intake plans and related documents for pick up by Consultant or submit electronically
- Municipality will provide zoning administration for projects assigned to Consultant
- Municipality will provide codes books for front counter use
- Municipality will adopt the Pinellas County fee schedule for building department services agreed upon by both Parties

## 4. TIME OF PERFORMANCE

- Consultant will perform Services during normal business hours excluding Municipal holidays
- Services will be performed during mutually agreed upon hours
- Building Official or designated representative will be available at the Municipal offices during mutually agreed upon hours
- Permit Technician will be available during mutually agreed upon hours
- Inspectors will be dispatched on an as-requested basis
- Consultant representative(s) will be on-site weekly based on activity levels
- Consultant representative(s) will be available by phone and email
- Consultant representative(s) will meet with the public by appointment



Deliverables											
<b>INSPECTION SERVICES</b>	Perform inspections received from the Municipality prior to 4:00 pm next business day										
<b>PRE-SUBMITTAL MEETINGS</b>	Provide pre-submittal meetings to applicants by appointment										
<b>PLAN REVIEW TURNAROUND TIMES</b>	Provide comments within the following timeframes: Day 1 = first full business day after receipt of plans and all supporting documents										
	<u>Project Type:</u>	<table border="1"> <thead> <tr> <th><u>First Comments</u></th> <th><u>Second Comments</u></th> </tr> </thead> <tbody> <tr> <td>- Single-family within</td> <td>10 business days or less</td> </tr> <tr> <td>- Multi-family within</td> <td>10 business days or less</td> </tr> <tr> <td>- Small commercial within (under \$2M in valuation)</td> <td>10 business days or less</td> </tr> <tr> <td>- Large commercial within</td> <td>10 business days or less</td> </tr> </tbody> </table>	<u>First Comments</u>	<u>Second Comments</u>	- Single-family within	10 business days or less	- Multi-family within	10 business days or less	- Small commercial within (under \$2M in valuation)	10 business days or less	- Large commercial within
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## EXHIBIT B – FEE SCHEDULE FOR SERVICES

### 1. FEE SCHEDULE

- Upon completion of the initial term and annually thereafter, the rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. In the event that the increase in the CPI for the relevant period exceeds 4%, the exceedance shall carry over to the next and subsequent calendar years and, subject to the 4% annual cap, rates shall be increased by the amount of the exceedance and any increase during the preceding period. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- Consultant fees for Services provided pursuant to this Agreement will be as follows:

<b>SERVICE FEE SCHEDULE:</b>	<b>STANDARD HOURLY RATE*</b>
Building Department Services, includes:	100% of permit fees based off Pinellas County Fee Schedule
- Building Official	
- Floodplain Management	
- Remote Plan Review	
- Inspections	
- Permit Technician	
- Community Core Software	
After Hours/Emergency Services	\$100.00 per hour – two (2) hour minimum

#### **ADDITIONAL SERVICES AS REQUESTED BY THE MUNICIPALITY**

Natural Disaster Services requiring staff to relocate to the area to perform services**:	
- Remote Plan Review	- \$125.00 per hour – two (2) hour minimum
- Inspections	- \$120.00 per hour – two (2) hour minimum
- Permit Technician	- \$75.00 per hour
- Damage Assessment Inspections	- \$120.00 per hour – two (2) hour minimum
- Floodplain Management	- \$135.00 per hour
- Damage Assessment	- \$125.00 per hour

Hourly inspection time tracked will start when Consultant checks in at Municipality or first inspection site. Time tracked will end when the inspector completes the last scheduled inspection or leaves Municipal office. Time tracked will include travel time between inspection sites and all administrative work related to inspection support.

\*In the event permit holder request services beyond normal business hours, permit holder will be invoiced as follows:

- One-and-a-half times (1.5x) the standard rate with a two (2) hour minimum for services requested beyond normal business hours, Monday through Friday
- One-and-a-half (1.5) times the standard rate with a four (4) hour minimum for services requested on Saturdays
- Two (2) times the standard rate with a four (4) hour minimum for services requested on Sunday or US Federal holidays

\*\* Consultant reserves the right to invoice the Municipality for reasonable and necessary travel expenses (including meals, lodging, fuel, etc.) incurred in connection with the use of personnel from outside the local area, provided such use is required to perform the Services.



To: Mayor and Commissioners

From: Mary Palmer, Town Clerk

### MEETING DATES FOR FY 2027 BUDGET

July 21, 2026 - Budget Workshop Meeting – 5:30 p.m.

July 21, 2026 – Regular Meeting – Following Workshop Meeting – Commission to Vote on Proposed Millage Rate

Clerk needs to send Proposed Millage Rate and date and time of 1<sup>st</sup> Public Hearing to County by July 28<sup>th</sup>, 2026

September 3rd, 2026 – 1<sup>st</sup> Public Hearing to adopt Proposed Millage Rate and Budget – 5:30 p.m.

September 3rd, 2026 – Regular Meeting – Following 1<sup>st</sup> Public Hearing Meeting

September 4th, 2026 – Clerk to send ad to newspaper

Ad to run Wednesday, September 16, 2026, for Final Hearing

Final Hearing to be held **Monday, September 21<sup>st</sup>, 2026, at 5:30 p.m.**

**2026 TAX ROLL / BUDGET / MILLAGE CALENDAR**

<b><u>DATE</u></b>	<b><u>ACTIVITY</u></b>	<b><u>REFERENCE</u></b>
June 1	<u>Property Appraiser</u> delivers <u>estimate of taxable value</u> to taxing authorities	200.065(8)
July 1 (Wed)	<u>Property Appraiser</u> delivers <u>certification of taxable value</u> (DR-420) to taxing authorities. (If roll cert date is earlier, <u>July 1</u> will be used to determine time periods and deadlines. Fla. Stat. s. 200.065(12); Fla. Admin. Code r. 12D-17.003(2) & 12D-17.008.)	193.023(1) 200.065(1)
Jul 28 (Tues)	<u>Taxing Authorities</u> notify Property Appraiser of proposed millage rate, date/time/place of 1st public budget hearing ( <u>return completed DR-420</u> ) by 5pm.	200.065(2)(b)
Aug 17 (Mon)	<u>Property Appraiser</u> mails TRIM Notices	200.065(2)(b)
Sept 3 – Sept 18	<u>Taxing Authorities</u> hold 1st public hearing to adopt a tentative budget and millage rate (between 65 and 80 days after certification, at least 10 days after TRIM mailing)	200.065(2)(c)
—	<u>Taxing Authorities</u> advertise intent to adopt a final budget and millage rate and final public hearing schedule (ad to appear within 15 days of adoption of tentative budget). <b>Check ad format/content carefully!</b>	200.065(2)(d) 200.065(3)
— Sept 25 (Fri)	<u>Taxing Authorities</u> hold final public hearing to adopt final budget and millage rate (between 2 & 5 days after ad appears)	200.065(2)(d)
—	<u>Taxing Authorities</u> forward millage rate to Property Appraiser, Tax Collector, & DOR (within 3 days after adoption of resolution or ordinance)	200.065(4)
Sept 10 (Thurs)	Pinellas County BCC budget hearing	200.065(2)
Sept 8 (Tues)	School Board budget hearing	200.065(2)
Sept 11 (Fri)	Deadline for <u>taxpayers</u> to file a petition with the Value Adjustment Board (within 25 days after TRIM mailing)	194.011(3)(d)
Sept 24 (Thurs)	Pinellas County BCC budget hearing (final)	200.065(2)
Sept 28 (Mon)	<u>Property Appraiser</u> delivers <u>DR-422</u> to taxing authorities	200.065(6)
Sep 30 (Wed)	Value Adjustment Board meets for first certification of tax rolls	193.122(1)
Oct 1 (Thurs)	<u>Taxing Authorities</u> return completed <u>DR-422</u> , millage rate is adjusted if an option	200.065(6)
Oct 2 (Fri)	<u>Property Appraiser</u> extends roll to Tax Collector	
Mid Oct (TBD)	<u>Value Adjustment Board</u> hearings begin	194.032(1)(a),(c)
—	<u>Taxing Authorities</u> certify <u>compliance to DOR</u> (not later than 30 days after adoption of ordinance or resolution establishing final budget and millage rate)	200.068
Oct 30 (Fri)	<u>Tax Collector</u> mails tax bills	197.322(3)
TBD	<u>Value Adjustment Board</u> meets for <u>second certification</u> of tax rolls	193.122(3)

Note on the calculation of time: Fla. Admin. Code r. 12D-17.008 instructs us to include July 1 (the certification date) when calculating dates on the tax roll calendar. The rule also states that the last day of the period shall be included even if it is a weekend day or holiday. If a statutory date lands on a weekend, the weekend date is listed on this calendar. Please keep this in mind as you coordinate your schedule for the budget year. If you have any questions or concerns, please contact the Property Appraiser's office.