



**City Council Meeting  
City of Belleair Beach, Florida**

**Monday, January 8, 2024  
Community Center, 6:00 PM**

**PUBLIC MEETING NOTICE  
AGENDA**

Call to Order  
Prayer of Invocation by Mayor Gattis  
Pledge of Allegiance  
Roll Call

- 1.** Approval of Agenda.
- 2.** Citizens Comments. (Each speaker will be recognized once and will be limited to a (3) three-minute presentation on any subject that is not on the Agenda)
- 3.** Presentation: Pinellas County Sheriff's Office.
  - Law Enforcement monthly report
  - Code Enforcement monthly report
- 4.** Presentation: Pinellas Suncoast Fire & Rescue District.
- 5.** Presentation: GFOA Certificate of Achievement for Excellence in Financial Reporting
- 6.** City Attorney Report.
- 7.** City Manager Report.
- 8.** City Clerk Report.

**Consent Agenda**

- 9.** Approval of December 4, 2023, City Council Meeting Minutes.
- 10.** Approval of December 11, 2023, Special City Council Meeting Minutes.
- 11.** Approval of December 18, 2023, City Council Work Session Minutes.

**Regular Agenda**

- 12.** Consider awarding Project Bid B23-01 for Street and Drainage Improvements from 9<sup>th</sup> Street to Morgan Drive
- 13.** Authorize the sole source purchase of a Wapro Wastop 24 Inch valve for Street and Drainage Improvements Project B23-01
- 14.** Unfinished Business.
- 15.** City Council Comments.

**Adjournment**

Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. The law does not require the City Clerk to transcribe verbatim minutes, therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. Any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-595-4646 or fax a written request to 727-593-1409.

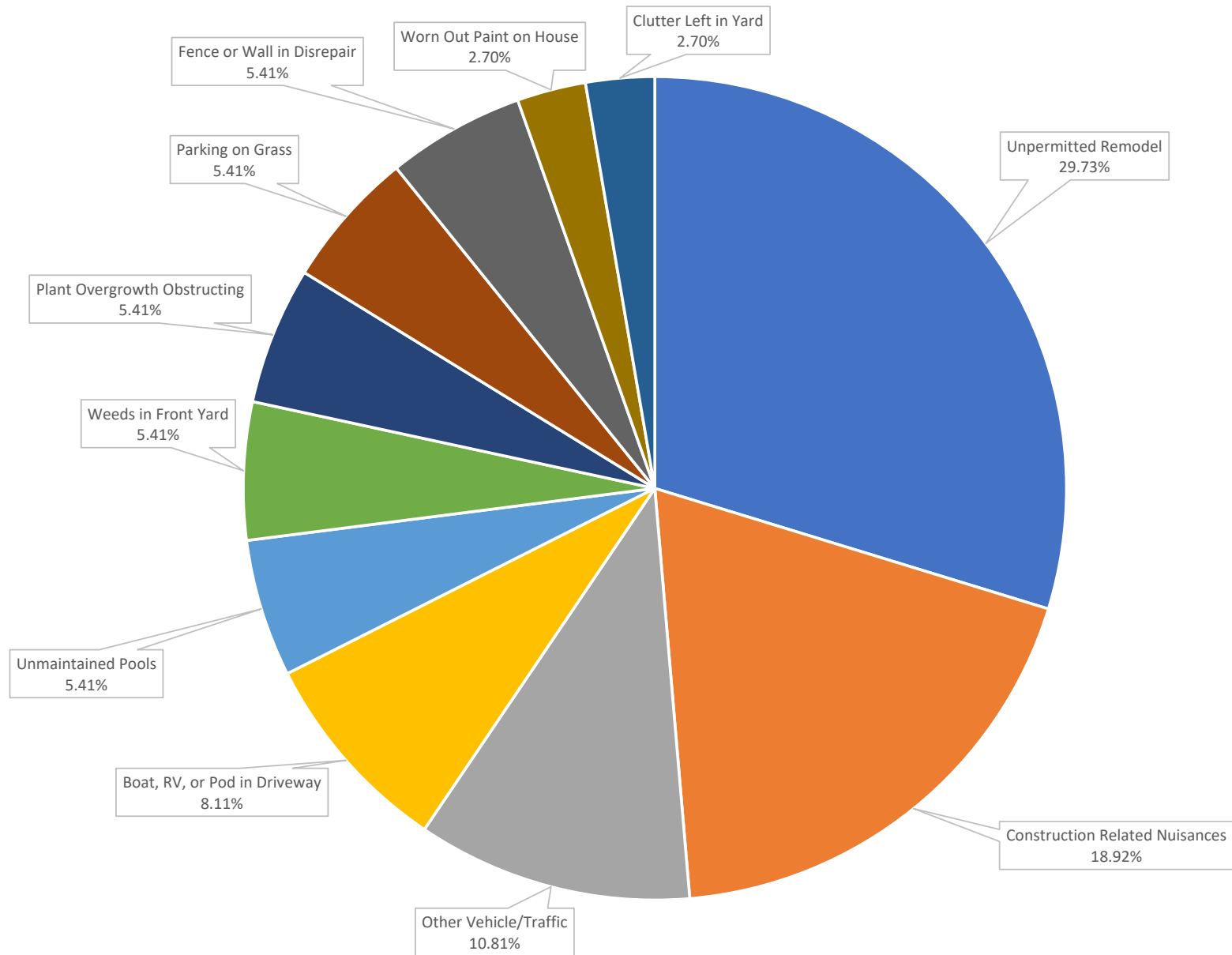
Renee Rose, CMC  
City Clerk



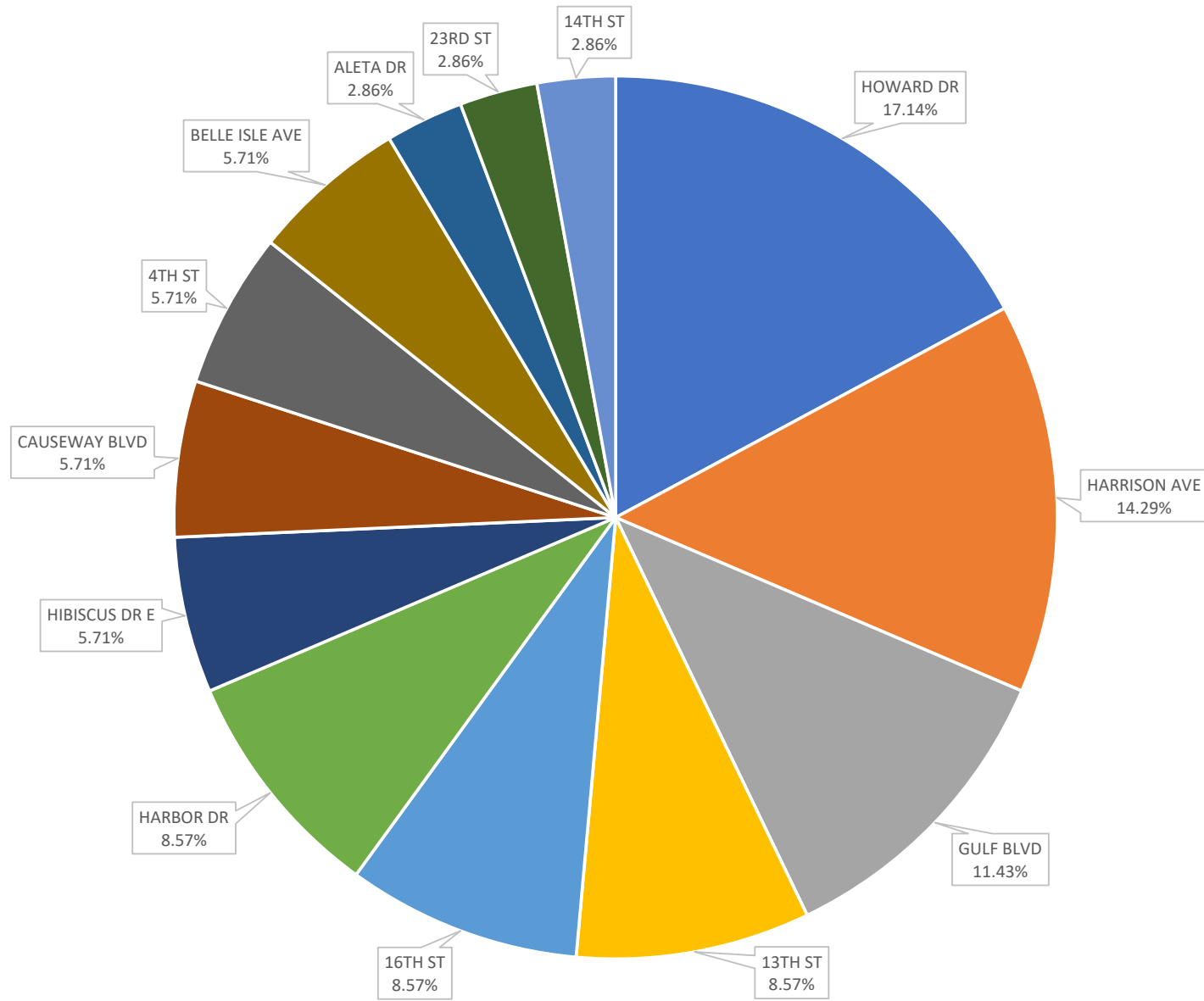
# MONTHLY CODE ENFORCEMENT REPORT

Category	Action DATE	Open DATE	Closed DATE	DAYS OPEN	#	Street	SOURCE	STAFF	COMMENTS
Worn Out Paint on House	12/1/2023	10/9/2023	12/1/2023	53	110	14TH ST	On View	PCSO	Corrected / Case Closed
Plant Overgrowth Obstructing	12/1/2023	12/1/2023	OPEN	38	113	16TH ST	Comp	PCSO	5 Day Notice
Construction Related Nuisances	12/1/2023	12/1/2023	OPEN	38	108	16TH ST	On View	PCSO	Stop Work Order
Unlicensed Handyman	12/1/2023	12/1/2023	12/1/2023	0	111	23RD ST	On View	PCSO	Solicitations/Stop Order
Construction Related Nuisances	12/1/2023	10/3/2023	12/1/2023	59	203	HARRISON AVE	On View	PCSO	Corrected / Case Closed
Construction Related Nuisances	12/3/2023	12/3/2023	12/3/2023	0	110	1ST ST	On View	PCSO	No Work on Sunday
Construction Related Nuisances	12/3/2023	12/3/2023	12/3/2023	0	118	13TH ST	On View	PCSO	No Work on Sunday
Other Vehicle/Traffic	12/3/2023	12/3/2023	12/3/2023	0	6th	GULF BLVD	On View	PCSO	Traffic Stop Citation
Other Vehicle/Traffic	12/3/2023	12/3/2023	12/3/2023	0	6th	GULF BLVD	On View	PCSO	Traffic Stop Written Warning
Construction Related Nuisances	12/4/2023	12/4/2023	OPEN	35	2234	DONATO DR	Comp	PCSO	Ord Violation / Pergola Pending
Parking on Grass	12/4/2023	11/24/2023	12/18/2023	24	221	HOWARD DR	Comp	CSA	Corrected / Case Closed
Unpermitted Remodel	12/7/2023	12/7/2023	OPEN	32	209	HARRISON AVE	Comp	CSA	Stop Work Order
Unpermitted Remodel	12/8/2023	12/8/2023	12/14/2023	6	301	HARBOR DR	On View	PCSO	Stop Work Order
Unpermitted Remodel	12/8/2023	11/6/2023	OPEN	63	921	CEDAR DR	On View	PCSO	Follow up / Case Pending
Unpermitted Remodel	12/11/2023	12/7/2023	OPEN	32	209	HARRISON AVE	On View	PCSO	Stop Work Order
Weeds in Front Yard	12/11/2023	12/11/2023	12/18/2023	7	316	BELLE ISLE AVE	On View	PCSO	5 Day Notice / Pending
Parking on Grass	12/11/2021	12/11/2023	OPEN	28	225	HOWARD DR	On view	PCSO	Code Violation Notice
Construction Related Nuisances	12/11/2023	12/8/2023	12/11/2023	3	227	HOWARD DR	On View	PCSO	Follow up / TRLR Moved
Unpermitted Remodel	12/11/2023	12/11/2023	12/14/2023	3	2710	HIBISCUS DR E	On View	PCSO	Stop Work Order
Boat, RV, or Pod in Driveway	12/11/2023	11/24/2023	12/18/2023	24	221	HOWARD DR	Comp	PCSO	2nd Notice / Fnc Prmt Appl
Unpermitted Remodel	12/13/2023	12/8/2023	12/14/2023	6	301	HARBOR DR	On View	PCSO	Follow up w/ PCCE / Pending
Construction Related Nuisances	12/13/2023	12/13/2023	12/13/2023	0	106	4TH ST	On View	PCSO	Contact / All Permits Valid
Other Vehicle/Traffic	12/13/2023	12/13/2023	12/13/2023	0	444	CAUSEWAY BLVD	On View	PCSO	Suspicious Person / FIR
Unpermitted Remodel	12/14/2023	12/11/2023	12/14/2023	3	2710	HIBISCUS DR E	On View	PCSO	Permit applied / Case Closed
Boat, RV, or Pod in Driveway	12/14/2023	11/24/2023	12/18/2023	24	221	HOWARD DR	Comp	PCSO	Permit / Fence Repair / nfa trlr
Unpermitted Remodel	12/14/2023	12/8/2023	12/14/2023	6	301	HARBOR DR	On View	PCSO	Referred to PCCE / No Prmt
Unpermitted Remodel	12/14/2023	12/7/2023	OPEN	32	209	HARRISON AVE	Comp	PCSO	Referred to PCCE / No Prmt
Unmaintained Pools	12/15/2023	12/15/2023	12/21/2023	6	109	13TH ST	Comp	CSA	Corrected / Case Closed
Boat, RV, or Pod in Driveway	12/15/2023	12/15/2023	OPEN	24	3111	GULF BLVD	On View	CSA	Code Violation Notice
Clutter Left in Yard	12/18/2023	12/18/2023	12/21/2023	3	107	HARRISON AVE	On View	PCSO	5 Day Notice / Pending / Debris
Weeds in Front Yard	12/18/2023	12/11/2023	12/18/2023	7	316	BELLE ISLE AVE	On View	PCSO	Closed Referred to City
Plant Overgrowth Obstructing	12/18/2023	12/18/2023	12/18/2023	0	127	ALETA DR	On View	PCSO	Plants Rear / Closed Ref City
Fence or Wall in Disrepair	12/18/2023	12/18/2023	12/18/2023	0	221	HOWARD DR	On View	PCSO	Clsd contact ref req / records
Unpermitted Remodel	12/18/2023	12/1/2023	OPEN	38	108	16TH ST	On View	PCSO	F/U No Prmt Const / Hold
Unmaintained Pools	12/21/2023	12/15/2023	12/21/2023	6	109	13TH ST	Compl	PCSO	F/U Pool / Corrected Closed
Fence or Wall in Disrepair	12/21/2023	12/21/2023	12/21/2023	0	2700	GULF BLVD	On View	PCSO	Pool Fence Disrep. Corrected
Other Vehicle/Traffic	12/22/2023	12/22/2023	12/22/2023	0	444	CAUSEWAY BLVD	On View	PCSO	Polaris Patrol Beach Areas
Unpermitted Remodel	12/26/2023	12/26/2023	OPEN	13	111	4TH ST	On View	PCSO	Stop Work Order

## Categories



## Streets



## OUTSTANDING CODE VIOLATIONS

Violation Category	#	STREET NAME	START DATE	DAYS OPEN	COMMENTS
Construction Related Nuisances	103	25th Street	1/22/21	1081	Approximately \$300,000.00 in unpaid fines.
Dangerous Structure	105	8th Street	6/12/2022	575	Owner has submitted an application to Pinellas County for a full independent assessment.



**Government Finance Officers Association**

203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

12/6/2023

Dave Gattis  
Mayor  
City of Belleair Beach, Florida

Dear Dave:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended September 30, 2022 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is fluid and cursive, with the first and last names being more prominent.

Michele Mark Levine  
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

12/6/2023

**For more information contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**Email: [mlevine@gfoa.org](mailto:mlevine@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **City of Belleair Beach** for its annual comprehensive financial report for the fiscal year ended September 30, 2022. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*





Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**City of Belleair Beach  
Florida**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

September 30, 2022

*Christopher P. Morill*

Executive Director/CEO



**City Manager Report  
January 2024**

<b>Project / Discussion Item</b>		<b>Unforeseen Issues</b>	<b>Assistance Required</b>	<b>Status</b>
Gulf Blvd Undergrounding		None	None	Utility Consultants of Florida awaiting Duke Energy's approval of equipment plan.
Stormwater Improvement Projects	December 21 <sup>st</sup> – Bid Opening.  January 8 <sup>th</sup> – Consideration for award.	None	None	On January Council Meeting agenda.
RFP for Auditing Services	December 4 <sup>th</sup> – Resolution 2023-18 to appoint an Audit Selection Committee.  January 8 <sup>th</sup> – City Council appointing a Chair for the Audit Selection Committee.	None	None	Audit Selection Committee must meet to approve RFP evaluation criteria per Statute.
Code Review Services	January 22 <sup>nd</sup> – City Council Work Session to introduce the project and take input on specific concerns.	None	None	Calvin, Giordano & Associates, Inc. is reviewing the City Code.



## City Clerk Report December 2023

Item	Description
Begin employment	December 11, 2023
2 Council Meetings	Special, Work Session
1 Board of Adjustment Meeting	Regular Meeting
Prepare minutes	Prepared meeting minutes for several meetings
Received CMC designation	December 13 – Received “Certified Municipal Clerk” designation from the International Institute of Municipal Clerks
Newsletter	Helped draft city newsletter
Election	Coordinated with Supervisor of Elections on upcoming municipal election



**City Council Meeting  
City of Belleair Beach, Florida**

**Monday, December 4, 2023  
Community Center, 6:00 PM**

## **PUBLIC MEETING MINUTES**

The meeting was called to order by Mayor Dave Gattis. The invocation was given by Councilmember Lloyd Roberts followed by a Pledge of Allegiance to the Flag of the United States of America.

**Roll Call:** Present were Councilmembers Frank Bankard, Mark Chester, Leslie Notaro, and Lloyd Roberts; Mayor Dave Gattis, Vice Mayor Jody Shirley, City Manager Kyle Riefler, and City Attorney Randy D. Mora.

**For continuity, items are listed in agenda order although not necessarily discussed in that order.**

### **1. Approval of Agenda.**

**MOTION** was made by Councilmember Bankard and seconded by Councilmember Notaro to approve the Agenda.

**Motion passed 6-0.**

### **2. Citizens Comments. (Each speaker will be recognized once and will be limited to a (3) three-minute presentation on any subject that is not on the Agenda)**

Belleair Beach Community Foundation Vice Chair Nicole Sussman Update:

- Foundation is adopting Crossman Park as a memorial to veterans. This will include a new, larger sign, flags, new landscaping and benches. Donations are appreciated.
- The most recent brick order will be installed Wednesday.
- Save the date for February 17 for a musical bingo event.
- Foundation business cards have been made available.

### **3. Presentation: Pinellas County Sheriff's Office.**

- **Law Enforcement monthly report**

The representative for PCSO reviewed the monthly report.

- **Code Enforcement monthly report**

Deputy Klapka reviewed the monthly report. He noted that he's been reassigned. Deputy Trump will be assuming duties for Belleair Shore and Belleair Beach.

**4. Presentation: Pinellas Suncoast Fire & Rescue District.**

Chief Davidson's Update included, in part:

- 12 calls for service in November
- There is a meeting January 3 regarding property purchase for an additional fire station.
- He wished everyone a safe holiday season.

**5. Presentation: Award of Distinguished Service to J.C. Imfeld**

Mayor Gattis recognized J.C. Imfeld for his service to the community. Gattis summarized Imfeld's committee work beginning in 1999, most notably serving on the Planning & Zoning board from 2007 to 2023. Gattis presented Imfeld with a distinguished service award.

**6. City Attorney Report.**

City Attorney Mora:

- He thanked the governing body for their service to the community and encouraged anyone who is considering applying during the qualifying period to consider running for office.
- He is monitoring what's being filed in legislative committees.

**7. City Manager Report.**

City Manager Riefler reviewed the monthly report in the Agenda Packet and gave an update on the undergrounding project.

- Bids for the stormwater improvement project are due December 13.
- There is a work session with a presentation on December 18.
- He issued a work authorization for code review services, with plans to have a public meeting on January 22.
- There is a Board of Adjustment meeting on Wednesday, December 13.
- The next city council meeting will be January 8, the Monday after the holiday.
- If there are enough candidates for the election, the League of Women Voters will hold a candidate forum on January 10.
- The health & wellness fair is January 13 from 10:30am-1:30pm.

**Consent Agenda**

**8. Approval of November 6, 2023, City Council Meeting Minutes.**

**9. Approval of November 13, 2023, Special City Council Meeting Minutes.**

**MOTION** was made by Councilmember Bankard and seconded by Councilmember Chester to approve the Consent Agenda.

**Motion passed 6-0.**

**Regular Agenda**

**10. Consideration of Resolution 2023-18, A Resolution Of The City Council Of The City Of Belleair Beach, Florida, Establishing An Auditor Selection And Oversight Committee, Providing For Membership Of The Committee; Providing For The Identification Of The Chairperson; Providing For Duties And Responsibilities Of The Committee; Providing For Meetings Of The Committee; And Providing For An Effective Date**

City Attorney Mora read Resolution 2023-18 by Title only.

**MOTION** was made by Councilmember Bankard and seconded by Vice Mayor Shirley to approve Resolution 2023-18.

Councilmember Bankard	Yes
Councilmember Chester	Yes
Councilmember Notaro	Yes
Councilmember Roberts	Aye
Vice Mayor Shirley	Aye
Mayor Gattis	Aye

**Motion passed 6-0.**

City Attorney Mora advised that the resolution contemplates the appointment of a member of the governing body to serve and chair that committee. The body can do that tonight or at the January meeting.

Vice Mayor Shirley proposed making the appointment tonight and nominated Councilmember Notaro. Notaro respectfully declined. Councilmember Roberts proposed waiting because they will have one more member joining the body who may have a background for this. Consensus was achieved to defer the appointment to the January meeting.

**11. Consideration of Applicants to Fill Vacant City Council Seat.**

- **Kimberly Shaw Elliott**
- **Michael Hayward**

**MOTION** was made by Councilmember Roberts and seconded by Councilmember Notaro to fill the vacant Council seat.

Councilmember Bankard said there will be another vacancy at the end of the month, and asked why they don't appoint both candidates tonight. Mayor Gattis said they have not properly noticed the second vacancy. Bankard said the charter gives council full authority. City Attorney Mora said the charter gives council full direction to proceed as it desires in filling vacancies. The vacancy advertised was to fill one position. Since the advertisement, Vice Mayor Shirley has resigned, effective by the end of the year. They need to decide tonight who fills one role, as there is no other role open tonight. They noticed the filling of one position tonight, not two. There may be other interested candidates. There is no statute governing this, and he defers to council. Councilmember Roberts said both candidates have completed qualifying packets for the March election. If they postpone filling the second opening to January, is there an issue if that person hasn't qualified for the March election? Mora said there's no issue. Councilmembers Chester and Notaro, Vice Mayor Shirley, and Mayor Gattis support filling the one open position.

Councilmember Bankard voted for Kimberly Shaw Elliott  
Councilmember Chester voted for Kimberly Shaw Elliott  
Councilmember Notaro voted for Kimberly Shaw Elliott  
Councilmember Roberts voted for Kimberly Shaw Elliott  
Vice Mayor Shirley voted for Kimberly Shaw Elliott  
Mayor Gattis voted for Kimberly Shaw Elliott

**MOTION** was made by Councilmember Notaro and seconded by Councilmember Chester to appoint Kimberly Shaw Elliott to fill the vacant Council seat through the March 2024 election.

Councilmember Bankard	Yes
Councilmember Chester	Yes
Councilmember Notaro	Yes
Councilmember Roberts	Aye
Vice Mayor Shirley	Aye
Mayor Gattis	Aye

**Motion passed 6 – 0, Kimberly Shaw Elliott will fill the vacant Council seat through the March 2024 election.**

- 12. Authorize the City Manager to Execute a Purchase Order for the Replacement of the Community Meeting Room Carpet.** (City Manager Riefler)

City Manager Riefler said the carpet is in need of replacement. They have money in the budget. He got a quote from Sourcwell, which is also an alternate contract source on the state's Dept of Management Services website. He asked council to approve \$32,492.03, which includes material and labor.

MOTION was made by Councilmember Notaro and seconded by Councilmember Roberts to authorize the City Manager to execute a purchase order for the replacement of the Community Meeting Room carpet

Councilmember Bankard	Yes
Councilmember Chester	Yes
Councilmember Notaro	Yes
Councilmember Roberts	Aye
Vice Mayor Shirley	Aye
Mayor Gattis	Aye

**Motion passed 6 – 0.**

**13. Unfinished Business.**

**14. City Council Comments.**

Councilmember Bankard wished everyone a Merry Christmas and asked that lights be left on until January 6.

Councilmember Roberts said that the Florida League of Cities is holding a zoom meeting on Wednesday regarding Form 6. If anyone is interested in running for office, they should consider attending the zoom meeting. He wished everyone a Merry Christmas.

Councilmember Chester wished everyone a safe and happy holiday.

Councilmember Notaro wished everyone Merry Christmas and Happy Holidays.

Vice Mayor Shirley thanked the two candidates who applied for the open position. She hopes they come back for the next open position, as she has resigned her position due to Form 6. She chose to resign but appreciates everyone's support. She will continue to help the city in other areas. She thanked everyone and wished everyone a Merry Christmas.

Mayor Gattis said the residents are what makes Belleair Beach the envy of Pinellas County. Despite the new state requirements, they still need candidates with a love for their city for the upcoming election. Pick up a candidate packet from the city manager. They will have 3 or 5 seats needing filled in the next election. He wished everyone a Merry Christmas and a Happy New Year.

**ADJOURN**

**MOTION** was made by Councilmember Bankard and seconded by Councilmember Roberts to adjourn at 7:10pm.



**Motion passed 6-0.**

\_\_\_\_\_  
Date Approved

APPROVED: \_\_\_\_\_  
Dave Gattis, Mayor

ATTEST: \_\_\_\_\_  
Renee Rose, City Clerk



**Special City Council Meeting  
City of Belleair Beach, Florida**

**Monday, December 11, 2023  
Community Center, 4:00 PM**

### **PUBLIC MEETING MINUTES**

The meeting was called to order at 4:01 by Mayor Dave Gattis followed by a Pledge of Allegiance to the Flag of the United States of America.

**Roll Call:** Present were Councilmembers Frank Bankard, Mark Chester via Zoom, Leslie Notaro, Lloyd Roberts and Kimberly Shaw Elliott via Zoom; Mayor Dave Gattis, Vice Mayor Jody Shirley, City Manager Kyle Riefler, City Clerk Renee Rose, and City Attorney Randy D. Mora.

**For continuity, items are listed in agenda order although not necessarily discussed in that order.**

#### **1. Approval of Agenda**

**MOTION** was made by Councilmember Notaro and seconded by Vice Mayor Shirley to AMEND the agenda to add the swearing in of Councilmember Shaw Elliott and City Clerk Rose.

**Motion passed 7-0.**

**MOTION** was made by Councilmember Notaro and seconded by Vice Mayor Shirley to approve the agenda as amended.

**Motion passed 7-0.**

#### **2. Administer the Oath of Office to Councilmember Kimberly Shaw Elliott and City Clerk Renee Rose.**

**MOTION** was made by Councilmember Notaro and seconded by Vice Mayor Shirley to administer the Oath of Office to Councilmember Kimberly Shaw Elliott and City Clerk Renee Rose.

**Motion passed 7-0.**

City Attorney Mora administered the Oath of Office to Councilmember Kimberly Shaw Elliott and to City Clerk Renee Rose.

#### **3. Resolution 2023-19, A Resolution Of The City Council Of The City Of Belleair Beach, Florida, Extending The Previously Noticed And Advertised Qualifying Period For The March 19,**

**2024, Election, To Run Without Interruption Through Noon On December 18, 2023; Providing For The Qualifying Process; And Providing An Effective Date. (City Attorney Mora)**

City Attorney Mora read Resolution 2023-19 by Title only and provided a brief explanation that this resolution extends the qualifying period for residents to submit documentation to stand for the March 19, 2024 City Council election.

Councilmember Bankard asked if changing the deadline would expose the city to a challenge. City Attorney Mora said every action the council takes can be challenged.

**MOTION** was made by Councilmember Notaro and seconded by Councilmember Roberts to approve Resolution 2023-19

Councilmember Bankard	No
Councilmember Chester	Yes
Councilmember Notaro	Yes
Councilmember Roberts	Yes
Councilmember Shaw Elliott	Yes
Vice Mayor Shirley	Aye
Mayor Gattis	Yes

**Motion passed 6-1**

**ADJOURN**

**MOTION** was made by Councilmember Bankard and seconded by Councilmember Chester to adjourn at 4:15.

**Motion passed 7-0.**

_____ Date Approved	APPROVED: _____ Dave Gattis, Mayor
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ATTEST: \_\_\_\_\_  
Renee Rose, CMC  
City Clerk



**City Council Work Session  
City of Belleair Beach, Florida**

**Monday, December 18, 2023  
Community Center, 6:00 PM**

### **PUBLIC MEETING MINUTES**

The meeting was called to order at 6:00pm by Mayor Dave Gattis followed by a Pledge of Allegiance to the Flag of the United States of America.

**Roll Call:** Present were Councilmembers Frank Bankard, Mark S. Chester, Kim Shaw Elliott via Zoom, Mayor Dave Gattis, Vice Mayor Jody Shirley, City Manager Kyle Riefler, and City Clerk Renee Rose. Councilmembers Leslie Notaro and Lloyd Roberts were unable to attend.

**For continuity, items are listed in agenda order although not necessarily discussed in that order.**

Councilmember Bankard mentioned the storm over the weekend, noting some streets and homes flooded.

#### **1. Presentation: MWI Pumps (Kelby Morgan and Bill Miller).**

Kelby Morgan and Bill Miller, with MWI Pumps, gave an overview of the various high volume commercial pumps and services they offer and answered questions from City Council.

### **ADJOURN**

**MOTION** was made by Councilmember Bankard and seconded by Councilmember Chester to adjourn at 7:10 pm.

**Motion passed 5-0.**

\_\_\_\_\_  
Date Approved

APPROVED: \_\_\_\_\_  
Dave Gattis, Mayor

ATTEST: \_\_\_\_\_  
Renee Rose, CMC  
City Clerk

## MEMORANDUM

TO: Mayor and City Council

FROM: Kyle Riefler, City Manager

DATE: December 28, 2023

SUBJECT: Award of Project Bid B23-01 for Street and Drainage Improvements from 9<sup>th</sup> Street to Morgan Drive

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### Recommendation:

Award Project Bid B23-01 for Street and Drainage Improvements from 9th Street to Morgan Drive to Harbor Contracting, LLC in the amount of \$3,999,821.40.

### History:

On April 3, 2023, the City Council approved a Capital Improvement Revenue Note providing additional funding needed to complete the remaining seven BMPs from the Stormwater Master Drainage Plan 2016 Update. The 9th Street to Morgan Drive Stormwater and Roadway Improvement Project design includes approximate 26,077 square yards of street milling and resurfacing, 21,694 lineal feet of curb replacement, 1,737 lineal feet of cured-in-place-pipe lining, replacing 7 inlet tops and installing 3 new inlets.

### Background:

The B23-01 bid deadline was extended until Thursday, December 21, 2023 at 2:00 p.m. to allow the potential bidders more time. Two contractors submitted complete bids, they were Kamminga & Roodvoets, Inc. and Harbor Contracting, LLC. Harbor Contracting's total bid came in the lowest by \$476,340.05. Gemini Engineering and Sciences reviewed the bid packages and recommended Harbor Contracting, LLC. The total project cost came within budget and funding is provided for in the FY 2024 Capital and Stormwater Budgets.

### Attachments:

1. Gemini Engineering & Sciences Bid Results and Recommendation.
2. City of Indian Rocks Beach Letter of Recommendation.

December 22, 2023

Mr. Kyle Riefler  
City Manager, City of Belleair Beach  
444 Causeway Boulevard  
2379 Broad Street  
Belleair Beach, Florida 33786

Subject: **B23-01: Street and Drainage Improvements From 9<sup>th</sup> St to Morgan Dr  
Bid Results and Recommendation**

Dear Mr. Riefler:

The City of Belleair Beach has received bids from two contractors:

Bidder	Base Bid	If Needed Items	Totals
• Harbor Contracting, LLC	\$3,928,071.40	\$71,750.00	\$3,999,821.40
• Kamminga & Roodvoets, Inc.	\$4,354,811.45	\$121,350.00	\$4,476,161.45

The apparent low bidder is Harbor Contracting, LLC. Our review of the contractor bids have not found any major issues and is consistent with industry practices. We did discover that Kamminga & Roodvoets bid has an addition error of \$500 that inflated their bid by that amount. This error, however, does not affect the ultimate outcome or recommendation.

Based on the submitted bids, we contacted the City of Indian Rocks Beach, a past client of Harbor Contracting, who has a favorable recommendation for the Contractor.

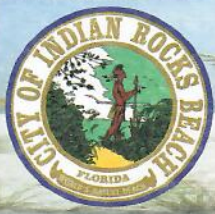
Based on our research and discussions we recommend the City begin contract negotiations with Harbor Contracting, LLC.

Sincerely,

Gemini Engineering & Sciences, Inc.



Larry Fluty  
Project Manager



# City of Indian Rocks Beach

1507 Bay Palm Boulevard, Indian Rocks Beach, Florida 33785

[www.indian-rocks-beach.com](http://www.indian-rocks-beach.com)

Administrative  
727/595-2517

Library  
727/596-1822

Public Works  
727/595-6889

December 8, 2023

**RE: HARBOR CONTRACTING, LLC**

TO WHOM IT MAY CONCERN:

This letter is written on behalf of Harbor Contracting, LLC.

The City of Indian Rocks Beach utilized Harbor Contracting, LLC for numerous construction contracts over the last 4 years which have included the following:

- Stormwater Drainage Replacement Projects
- Stormwater Drainage Repair Projects
- Pedestrian Safety Projects
- Roadway Improvement Projects
- Miscellaneous Concrete Removal/Replacement Projects
- Playground Improvement Projects

The team of Harbor Contracting, LLC, including the owner, superintendent's, foreman's and support staff provide true professionalism and quality workmanship specific to their industry, which enables projects to be completed within a timely manner and within the project budget.

It has been a true pleasure to work with a contracting firm of this caliber and I would recommend Harbor Contracting, LLC to anyone in need of these types of service without reservation.

Should you need additional information from this office, please feel free to contact me.

Respectfully,

CITY OF INDIAN ROCKS BEACH

  
Dean A. Scharmen  
Public Works Director

## MEMORANDUM

TO: Mayor and City Council

FROM: Kyle Riefler, City Manager

DATE: December 28, 2023

SUBJECT: Authorization for Sole Source Purchase of a Wapro Wastop 24 Inch Valve for Street and Drainage Improvements Project B23-01

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### Recommendation:

Authorize the sole source purchase of a Wapro Wastop 24 Inch Valve from Wapro, Inc. for Street and Drainage Improvement Project B23-01 in the amount of \$10,830.00.

### History:

The City has been installing Wapro Wastop valves in new drainage projects since 2017. There are currently fifteen valves installed and maintained at drainage outfalls within the City. During design of the current stormwater project, the Wastop model continues to be the recommended valve and maintains continuity.

### Background:

Summarized from Sec. 2-350 of the City Code, the city council may authorize expenditures of \$10,000.00 to \$25,000.00 upon receipt of at least three written bids, quotes, or proposals from service providers. Noncompetitive supplies, available only from one source, such as unique, patented or franchised supplies are exempt for the competitive requirements. The city manager is authorized to purchase and contract for noncompetitive supplies in excess of \$10,000.00, provided authorized funds are available in the annual budget and records of purchases exceeding \$10,000.00 are available for review by the public.

Project B23-01 includes the installation of a Wapro Wastop 24 Inch Valve at the Bayside Park drainage swale to prevent the back flow of tidal waters. Placement of the check valve will reduce the street flooding occurrences on Cedar Drive and Spruce Drive.

### Attachments:

1. Wapro Estimate# EST-5621.
2. Wapro Sole Source Letter.





# Estimate

Estimate# EST-5621

Bill To  
**City of Belleair Beach**  
,  
United States of America

Ship To  
City of Belleair Beach  
444 Causeway Boulevard  
Belleair Beach 33786 FL  
U.S.A

Estimate Date : December 24, 2023  
Expiry Date : February 29, 2024  
Reference# : RFQ: Kyle Riefler  
Sales person : Richard Neal  
Project State : Florida

Subject :  
24" Wastop Valve

Accepted By

Accepted Date

#	Model	Qty	Rate	Amount
1	WS590-S2-316 WaStop NPS 24" S Ser. SS316 Soft	1	10,530.00	10,530.00
2	Shipping Charges	1	300.00	300.00
Items in Total 2		Sub Total		10,830.00
		Total		\$10,830.00

## Notes

Thank you for your inquiry. Looking forward to working with you.

## Terms & Conditions

Estimated shipping cost provided upon request, actual shipping will be prepaid and added to your invoice.  
Shipping from Doral, FL 33172, please allow 7 to 10 days for delivery.  
Please include applicable sales tax or provide your tax exempt certificate number with your purchase order.



WAPRO USA  
150 N Michigan Ave. #1959  
Chicago, IL 60601  
PH: 888-927-8677  
Date: 12-24-2023  
From: Richard Neal SE Regional Sales Manager

Attention: Kyle Riefler  
City Manager  
City of Belleair Beach, FL

Reference: Manufacture of WASTOP Valves

WAPRO is the sole manufacture of the WASTOP Backflow Prevention Valve line. As the sole manufacture of this patent protected product line we take great pride in the quality, research, design and distribution. In the State of Florida your direct representative for sales, warranty issues and technical information is Richard Neal. Pricing, warranty and delivery is controlled by WAPRO USA, main office in Chicago IL.

Thank you for inquiring and requesting information on this and all WAPRO products. We look forward to working with the City of Belleair Beach today and in the future.

Thank you,  
Richard Neal Regional Sales Manager  
WAPRO USA  
PH: 407 398 9868  
EM: [Richard.Neal@wapro.com](mailto:Richard.Neal@wapro.com)