

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, FEBRUARY 20, 2024
COMMISSION CHAMBERS - 9:00 A.M.

Mayor Penny called the meeting to order at 9:00 A.M. All participated in the pledge to the flag.

ROLL CALL: GAIL NEIDINGER, BEN THOMAS, LYNDY THOMPSON, VICE MAYOR THOMAS REID, AND MAYOR ARTHUR PENNY. ALSO PRESENT: *CITY ATTORNEY JULIA MANDELL, FINANCE DIRECTOR JAMES GRAHAM, PUBLIC WORKS DIRECTOR SHAWN SHIMKO, PUBLIC SAFETY DIRECTOR DAVID MIXSON, COMMUNITY IMPROVEMENT DIRECTOR TERESA SULLIVAN, AND DEPUTY CITY CLERK MARY JO BOWMAN.

The topics scheduled for discussion were Water Conservation Opportunities with Amber Smith, Southwest Florida Water Management District (SWFWMD), and Department Head Reports.

The first topic for discussion was Water Conservation Opportunities with Amber Smith, Southwest Florida Water Management District (SWFWMD).

Amber Smith, Southwest Florida Water Management District (SWFWMD), spoke regarding local water management issues and reviewed a presentation (attached to Minutes as Exhibit A). She discussed water supply and water quality, mission statements, flood protection, water management districts, the current water shortage order, Florida Water Star program and water saving infrastructures, retrofitting, irrigation systems, and conservation education projects.

Discussion ensued regarding well water usage and water conservation.

Vice Mayor Reid spoke in favor of including SWFWMD at the upcoming Block Party.

Mayor Penny suggested that SWFWMD visit local condominium complexes to speak with residents about retrofitting.

*City Attorney Mandell left the meeting at 9:48 a.m.

Ms. Smith spoke regarding water conservation education and distributed handouts (attached to Minutes as Exhibit B).

In response to Public Works Director Shimko, Ms. Smith stated

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that reclaimed water is not part of the water shortage restriction with regard to SWFWMD, but the county can issue the subject restriction.

*Mayor Penny left the meeting at 9:53 a.m.

The next topic for discussion was Department Head Reports.

The Department Heads reviewed their reports with the Commission (attached to Minutes as Exhibit C).

Finance Department

Finance Director Graham spoke regarding departmental activities including the annual FY 2023 year-end closeout process, budget reports, funding processes for Hurricane Ian and Hurricane Idalia, and City financials.

*Mayor Penny rejoined the meeting at 9:55 a.m.

Public Safety Department

Public Safety Director Mixson reported on the new fire station construction project. He requested a change order in the amount of \$116,069 in order to install concrete instead of asphalt for the apparatus drives. He noted that asphalt will still be used for parking areas, but it would not last the life of the fire station if used for the ramps.

Vice Mayor Reid spoke in favor of the change order. He stated that the change will be more aesthetically pleasing and durable.

Discussion ensued regarding the requested change order for the fire station.

The consensus of the Commission was to move forward with the requested change order.

Chief Mixson reported that he would execute the change order.

Chief Mixson spoke regarding departmental activities including staffing, training, inspections, call volumes, software implementations, tornado drills, and hurricane preparedness.

Public Works Department

Mr. Shimko reported that there remains a vacancy for a

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Maintenance I/II in his department and applications are being sought.

Community Improvement Department

Community Improvement Director Sullivan spoke regarding departmental activities including local development, construction projects, permitting, and the continued implementation of new software program with Tyler Technologies.

Administration Department

In response to Mayor Penny, Deputy City Clerk Bowman responded that there will be a Special Magistrate hearing on February 29, 2024.

Mayor Penny reminded the Commission to submit their newsletter articles.

There being no further discussion, the meeting was adjourned at 10:12 A.M.



Arthur Penny, Mayor

ATTEST:



Carley Lewis, City Clerk
02-20.24a

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