

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, MAY 7, 2024
COMMISSION CHAMBERS - 9:13 A.M.

Vice Mayor Neidinger called the meeting to order at 9:13 A.M. immediately following the Agenda Meeting and dispensed with opening formalities.

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

The topics scheduled for discussion were Local Milestone Inspection Report Update, Auditor Selection Committee Process, Budget Funds Transfer Request for Hibiscus Hall Flooring, and Observance of Juneteenth.

The first topic for discussion was the Local Milestone Inspection Report Update.

Community Improvement Director Sullivan updated the Commission regarding the status of the milestone inspections for 7903 & 7907 Sailboat Key Boulevard South. Ms. Sullivan stated that the shoring began April 30, 2024 and should be complete by the end of May. She noted that once the shoring is complete, repairs shall begin.

In response to Commissioner Reid, Ms. Sullivan stated that milestone inspections are required by state statute and the reports must be submitted to the City by December 31, 2024.

Discussion ensued regarding milestone inspections.

The next topic for discussion was the Auditor Selection Committee Process.

Finance Director Graham stated that in 2019, statutory changes were made for how auditing firms are selected. He spoke regarding the new requirements and noted that the City has not yet had to go through the new process because the current auditing firm had been willing to renew their contract with the existing terms. He explained that the current firm has informed

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him that they would need to raise their rates which means that their contract cannot be renewed so the City will need to go through the new audit selection process. He recommended that the City Commission serves as the Auditor Selection Committee and reviewed a handout (attached to Minutes as Exhibit A).

City Attorney Mandell spoke regarding the auditor selection process.

Commissioner Reid stated that he is uncomfortable with the City Commission choosing who will audit their own financial decisions. He spoke in favor of outside citizen involvement.

City Clerk Lewis noted that there is a statutory requirement for a member of the City Commission to serve on the committee. She suggested that those applying to serve on the committee be required to have a financial background.

Vice Mayor Neidinger stated that she has a financial background and would be willing to serve on the committee.

Discussion ensued regarding the establishment of an Auditor Selection Committee.

The consensus of the Commission was to solicit applications for members of the public to serve on the Auditor Selection Committee. The Commission further agreed that there would not be a residency requirement but applicants must have a financial background.

The next topic for discussion was Budget Funds Transfer Request for Hibiscus Hall Flooring.

Public Works Director Shimko stated that the flooring in Hibiscus Hall has not held up as well as expected. He spoke regarding flooring options and distributed a handout (attached to Minutes as Exhibit B). He spoke in favor of pursuing epoxy flooring during the current fiscal year and requested Commission approval to use funds budgeted for a generator at the City Hall Annex. He noted that there is approximately \$275,000 in the budget that he does not expect to use and he would like to allocate \$30,000 for the flooring.

The consensus of the Commission was to approve Mr. Shimko's budget funds transfer request to redo the flooring in Hibiscus Hall using money budgeted for the City Hall Annex generator.

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Mr. Shimko reported that the Bay View pavilion project is scheduled to go out for bid next week.

The next topic for discussion was the Observance of Juneteenth.

City Clerk Lewis spoke regarding the observance of Juneteenth. She stated that the holiday has becoming increasingly recognized since it became a federal holiday. She reported that she surveyed surrounding communities and approximately half observe Juneteenth as a holiday, as does Pinellas County. She questioned if the City Commission would like to address the holiday or reevaluate it in the future.

In response to Vice Mayor Neidinger, City Clerk Lewis spoke in favor of voluntarily extending the observance of Juneteenth to bargaining unit employees if it is approved for general employees.

Discussion ensued regarding the observance of Juneteenth.

The consensus of the Commission was to include Juneteenth as a City-observed holiday.

City Clerk Lewis stated she would draft a resolution regarding the observance of Juneteenth and add it to the agenda for the May 14, 2024 Regular Commission Meeting.

City Clerk Lewis reported that Department Head Reports are tentatively scheduled as a discussion item for the May 21, 2024 Administrative Workshop. She explained that some members of staff and the Commission may be unavailable that date and requested permission to move the item to the June 4, 2024 Administrative Workshop.

The consensus of the City Commission was to move Department Head Reports to the June 4, 2024 Administrative Workshop.

Chief Mixson reported on the upcoming Fire Ops 101 event.

There being no further discussion, the meeting was adjourned at 10:09 A.M.

A handwritten signature in black ink, reading "Arthur Penny", is positioned above a horizontal line.

Arthur Penny, Mayor

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ATTEST:

Carley Lewis

Carley Lewis, City Clerk
05-07.24a

**DIGITALLY SIGNED COPY.
TO VIEW ORIGINAL SIGNED MINUTES,
PLEASE CONTACT THE CITY CLERK'S OFFICE.**