

M I N U T E S

ADMINISTRATIVE WORKSHOP  
SOUTH PASADENA, FLORIDA

TUESDAY, NOVEMBER 5, 2024  
COMMISSION CHAMBERS - 9:08 A.M.

Mayor Penny called the meeting to order at 9:08 A.M. immediately following the Agenda Meeting and dispensed with opening formalities.

ROLL CALL: COMMISSIONERS BEN THOMAS, LYNDA THOMPSON, THOMAS REID, VICE MAYOR GAIL NEIDINGER, AND MAYOR ARTHUR PENNY. ALSO PRESENT: CITY CLERK CARLEY LEWIS, CITY ATTORNEY KRISTEN GRAY, 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 Rate Increase Request from Waste Connections of Florida, Inc. with Ian Boyle, Hurricane Response Update, and Holiday Events Update.

The first topic for discussion was Rate Increase Request from Waste Connections of Florida, Inc. with Ian Boyle.

Ian Boyle, Waste Connections of Florida, Inc., spoke regarding the requested rate increase and reviewed a handout (attached to Minutes as Exhibit A). He stated that Waste Connections is requesting a 4.1% rate adjustment increase that would be effective on December 1, 2024. He noted that the adjustment includes a CPI increase and a pass through increase due to increasing disposal rates from Pinellas County.

Discussion ensued regarding disposal processes and storm activity.

The consensus of the Commission was to place an item on the November 12, 2024 Regular Commission Meeting agenda to formally approve the requested rate increase from Waste Connections of Florida, Inc.

The next topic for discussion was the Hurricane Response Update.

Community Improvement Director Sullivan spoke regarding substantial damage assessments, FEMA evaluations, and permitting activity. She reviewed the process for making substantial damage determinations and how FEMA's 50% is applied. She stated that substantial damage determination letters have started to be mailed.

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Discussion ensued regarding FEMA regulations and substantial damage processes.

Public Works Director Shimko spoke regarding debris removal. He stated that a first pass for residential has been completed and a second pass will begin on November 12<sup>th</sup>. He announced that he was just notified that FEMA has approved one pass of debris removal from commercial properties if it is placed in the right-of-way.

Discussion ensued regarding debris removal.

In response to Mayor Penny, Ms. Sullivan spoke regarding valuations for mobile homes. She stated that determining values for manufactured homes has been more difficult because available sale information includes consideration for the value of the land and location but substantial damage estimates are only supposed to consider the value of the structure. She said that staff is working with multiple outside organizations to determine a process for valuing mobile homes in order to make substantial damage determinations. She explained the process to appeal a substantial damage determination.

Discussion ensued regarding the FEMA 50% rule.

Public Safety Director Mixson spoke regarding resource requests. He stated that requests have been submitted for inspectors, plan reviewers, and permit technicians to help with the increased work load in the Community Improvement Department. He noted that requests have also been submitted for debris removal from local waterways.

Commissioner Thompson spoke regarding permit fees. She suggested that the City consider reducing permit fees in response to the storms.

Ms. Sullivan stated that the City will likely need to bring in extra staff to help with the workload which may incur a cost that may not be reimbursed.

Mayor Penny questioned the City's financial position if permit fees are reduced. He suggested that the topic be discussed at a future meeting when Finance Director Graham is able to evaluate how decreasing permit fees would affect the budget.

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The consensus of the Commission was to discuss reducing permit fees at a future meeting when more financial information may be available.

In response to Mayor Penny, Mr. Shimko reported that the repairs to City Hall and the Annex could take approximately 4 to 6 months. He noted that bid processes will likely be required.

Chief Mixson added that the old fire station had remediation work performed for the removal of carpet, baseboards, and ceiling tiles.

City Clerk Lewis spoke regarding the proposed emergency ordinance. She said that the City Code gives emergency purchasing authority to the Incident Commander but it includes a \$50,000 limit. She noted that the limit was set in 1998 and staff does not feel it is appropriate for today. She stated that staff is proposing that the limit be waived temporarily. She noted that staff will research how the Code could be amended to either remove the limit permanently or increase the limit to a more appropriate amount.

Discussion ensued regarding emergency expenses.

The next topic for discussion was Holiday Events Update.

Mayor Penny stated that he does not feel the City can move forward with the Holiday Lighted Boat Parade because of debris in the water and the damage sustained to both the City and Marine Max. He questioned if a holiday event could still be held in one of the parks.

Discussion ensued regarding City holiday events.

The consensus of the Commission was to move forward with a holiday party on Friday, December 13, 2024 at the Barbara Gilberg Habitat and to announce the cancellation of the boat parade.

City Clerk Lewis spoke regarding the closure of City offices in observance of the upcoming holidays. She requested that the City Commission consider closing offices early on Christmas Eve and New Year's Eve and closing all day the day after Christmas.

Discussion ensued regarding holiday closures.

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The consensus of the Commission was to close City offices at noon on December 24<sup>th</sup> and to remain closed through December 27<sup>th</sup> in observance of Christmas. The Commission further agreed to close at noon on December 31<sup>st</sup> through January 1<sup>st</sup> in observance of New Year's.

City Clerk Lewis spoke regarding spring events and repairs to City facilities. She suggested that plans to restructure Hibiscus Hall and the book room be discussed at a future meeting when more information is available.

Mr. Shimko updated the Commission that the Bay View Park pavilion project is moving forward. He said that the retaining wall, sidewalk boards, and pilings are installed.

Chief Mixson spoke regarding storm activity.

In response to Mayor Penny, City Clerk Lewis said that FEMA had been helping residents with disaster assistance registrations and are now working to address follow-up questions regarding denials.

There being no further discussion, the meeting was adjourned at 10:30 A.M.



Arthur Penny, Mayor

ATTEST:



Carley Lewis, City Clerk  
11-05.24a

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