



City of South Pasadena

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A G E N D A

AGENDA MEETING
SOUTH PASADENA, FLORIDA

TUESDAY, NOVEMBER 5, 2024
COMMISSION CHAMBERS 9:00 A.M.

CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL

PROPOSED AGENDA FOR THE TUESDAY, NOVEMBER 12, 2024 REGULAR COMMISSION MEETING

DISCUSSION ITEMS

PUBLIC HEARING – LEGISLATIVE (EMERGENCY ORDINANCE)

1. ORDINANCE NO. 2024-09 – AN EMERGENCY ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, PERTAINING TO CHAPTER 90, EMERGENCY MANAGEMENT, SECTION 1 – AUTHORITY OF INCIDENT COMMANDER, SUBSECTION (A); PROVIDING FOR A WAIVER OF THE INCIDENT COMMANDER'S \$50,000 EMERGENCY EXPENDITURE LIMIT; PROVIDING FOR EXPIRATION OF THIS EMERGENCY ORDINANCE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; PROVIDING AN EFFECTIVE DATE – FIRST AND FINAL READING – THOMAS.

UNFINISHED BUSINESS

NONE

CONSENT AGENDA

Resolutions and Motions of a non-controversial nature may be placed on the Consent Agenda. One motion for approval is required to pass the entire Consent Agenda; however, any item(s) may be removed prior to motion for approval.

2. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTH OF OCTOBER 2024 ON FILE IN CITY CLERK'S OFFICE
ADMINISTRATIVE WORKSHOP, OCTOBER 15, 2024; AND SPECIAL COMMISSION MEETING, OCTOBER 17, 2024.

AGENDA MEETING

TUESDAY, NOVEMBER 5, 2024 - 9:00 A.M.

NEW BUSINESS

3. ORDINANCE NO. 2024-06 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 8%; PROVIDING AN EFFECTIVE DATE - FIRST READING - THOMAS.
4. ORDINANCE NO. 2024-07 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$10.87 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$310.58 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE - FIRST READING - THOMAS.

ADJOURN

This meeting is open to the public. Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this 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 the testimony and evidence upon which the appeal is to be based.

The City of South Pasadena is committed to providing reasonable accommodation for access for the disabled. In accordance with the Americans with Disabilities Act and F.S. 286.26, anyone needing assistance with regard to this meeting should contact the City Clerk's Office in writing at least 48 hours prior to the meeting. For more information or assistance please contact the City Clerk's office at 727-347-4171.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: NO. 2024-09

Date Submitted: 10/30/2024

Resolution:

Agenda Meeting Date: 11/05/2024

Motion:

Regular Meeting Date: 11/12/2024

Information Only
No Action Needed:

Submitted By: COMMISSIONER THOMAS

Written By:

Discussion:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2024-09 - AN EMERGENCY ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, PERTAINING TO CHAPTER 90, EMERGENCY MANAGEMENT, SECTION 1 - AUTHORITY OF INCIDENT COMMANDER, SUBSECTION (A); PROVIDING FOR A WAIVER OF THE INCIDENT COMMANDER'S \$50,000 EMERGENCY EXPENDITURE LIMIT; PROVIDING FOR EXPIRATION OF THIS EMERGENCY ORDINANCE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS AND ADOPT ORDINANCE NO. 2024-09 ON FIRST AND FINAL READING
(EMERGENCY ORDINANCE)

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2024-09

AN EMERGENCY ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, PERTAINING TO CHAPTER 90, EMERGENCY MANAGEMENT, SECTION 1 - AUTHORITY OF INCIDENT COMMANDER, SUBSECTION (A); PROVIDING FOR A WAIVER OF THE INCIDENT COMMANDER'S \$50,000 EMERGENCY EXPENDITURE LIMIT; PROVIDING FOR EXPIRATION OF THIS EMERGENCY ORDINANCE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERANCE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 26, 2024, the City of South Pasadena ("City") felt the impacts from Hurricane Helene, a strong Category 4 hurricane off the Pinellas County and City's coast, causing catastrophic flooding and property damage; and

WHEREAS, on October 9 and October 10, 2024, the City felt the impacts from Hurricane Milton, a strong Category 3 hurricane which made a direct hit just south of Pinellas County and the City, leaving the City with property damage from high winds, flooding, and other impacts; and

WHEREAS, the governor of the State of Florida declared a state of emergency in Pinellas County pursuant to Executive Order Number 24-208 (as it may have been amended) relating to Hurricane Helene and pursuant to Executive Order Number 24-214 (as it may be amended) relating to Hurricane Milton; and

WHEREAS, damages directly impacting the City include widespread destruction and major damage to private residential property which houses City residents; and

WHEREAS, the City remains in a hazardous condition from the aftermath of Hurricane Helene and Hurricane Milton; and

WHEREAS, the City Commission of the City of South Pasadena ("City Commission") desires to waive the spending limitation in Section 90-1(A) of the City Code of Ordinances, which limits the City's appointed Incident Commander from emergency expenditures costing over \$50,000; and

WHEREAS, Section 166.041(3)(b), Florida Statutes, provides that the governing body of a municipality may, by a two-thirds vote, enact an emergency ordinance without complying with the typical requirements for two readings and newspaper publication of hearing; and

WHEREAS, the City Commission finds this ordinance to be in the public interest and necessary and appropriate for emergency consideration, based upon the unprecedented damage from Hurricane Helene and Hurricane Milton.

NOW THEREFORE BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA:

SECTION 1: ADOPTION OF FINDINGS. The above recitals represent the legislative findings of the City of South Pasadena, Florida, relative to the provisions of this Ordinance and are fully incorporated herein by reference.

SECTION 2: DECLARATION OF EMERGENCY. Pursuant to state law and based upon the Legislative Findings set forth in the above-stated Recitals, the City Commission hereby finds and declares that an emergency exists by virtue of catastrophic flooding caused by Hurricane Helene and property damage caused by unprecedented hurricane force winds related to Hurricane Milton. Due to the threat to public safety, it is necessary for the City to implement this regulation, which can only be accomplished by the adoption of this Emergency Ordinance.

SECTION 3. AMENDMENT OF INCIDENT COMMANDER EXPENDITURE LIMIT. Part II - General Legislation, Section 90-1-Authority of Incident Commander, (A), is amended to remove the provision which states emergency expenditures made by the Incident Commander must not exceed \$50,000. Subsection (A) is hereby amended by removing the strike through language as follows:

Utilize all available resources of the city as reasonably necessary to cope with the emergency, including emergency expenditures not to exceed \$50,000. During the state of emergency, the city's purchasing requirements are waived.

SECTION 4. EXPIRATION. This Ordinance shall expire six (6) months from the date of adoption, unless otherwise extended by the City Commission in a manner consistent with Florida law.

SECTION 5. CONFLICT. All ordinances and parts of ordinances in conflict herewith shall be and the same hereby repealed for the duration of the effect of this Ordinance except that the amendment provided pursuant to this Ordinance shall not have the effect of repealing City Code of Ordinances Section 90-1.

SECTION 6. SEVERANCE. If any section, subsection, sentence, clause, phrase or portion of this ordinance, or application hereof, is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion or application shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion or application hereof.

SECTION 7. EFFECTIVE DATE. This Ordinance shall be effective immediately upon adoption.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED AND ADOPTED ON FIRST AND FINAL READING _____, 2024.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above Ordinance in accordance with Chapter 166.041 of the Florida Statutes.

Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney

2. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTH OF
OCTOBER 2024 ON FILE IN CITY CLERK'S OFFICE

ADMINISTRATIVE WORKSHOP, OCTOBER 15, 2024; AND SPECIAL
COMMISSION MEETING, OCTOBER 17, 2024.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	NO. 2024-06	Date Submitted:	10/30/2024
Resolution:		Agenda Meeting Date:	11/05/2024
Motion:		Regular Meeting Date:	11/12/2024
Information Only		Submitted By:	COMMISSIONER THOMAS
No Action Needed:		Written By:	
Discussion:			

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2024-06 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 8%; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2024-06 ON FIRST READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2024-06

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 8%; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission desires to gradually adjust rates to cover the cumulative effects of the increases in sewer processing rates and any new annual processing charges; and

WHEREAS, the City of St. Petersburg has proposed increasing processing fees by 10.85% for Fiscal Year 2025 from \$5,907 per million gallons (PMG) to \$6,548 PMG; and

WHEREAS, the City of South Pasadena's projected sewer processing volume for Fiscal Year 2024 averaged 186.65 million gallons or higher; and

WHEREAS, the St. Petersburg processing charge for 2025 will increase sewer processing costs by an estimated \$149,530 (to \$1,527,695) based on expected processing volumes of 186.65 million gallons; and

WHEREAS, no change in Sewer Fees for Fiscal Year 2025 would result in an estimated \$86,185 cash flow deficit; and

WHEREAS, the City Commission desires to have the Sewer Enterprise Fund at or near a breakeven cash flow; and

WHEREAS, a recommended 8% increase in variable and fixed charges is expected to generate \$1,897,730 or an additional \$140,570 in Sewer Fee Revenue resulting in a surplus of \$54,385; and

WHEREAS, in order to cover the increased sewer processing charges and produce a near breakeven budget for Fiscal Year 2025, it is imperative that revenue from sewer fees be raised.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of South Pasadena, Florida as follows:

Section 1. FINDINGS AND USAGE RATE INCREASE. As a result of the findings of the City Commission set forth above, that effective March 1, 2025, the Base and Minimum monthly charge and Flow Charge rates for sewer service shall be increased by 8%. Subsection 169-22A of Appendix Chapter A198 of the Code of Ordinances, the

schedule of base and flow rates for sewer service, is amended to read as follows:

Base and minimum monthly charge of:

Single family and multi-family units,
including mobile homes \$ 7.87 per unit

Commercial, institutional, public and all others	
5/8" meter	\$ 7.87
1" meter	\$ 20.21
1 ½" meter	\$ 45.50
2" meter	\$ 80.84
3" meter	\$ 181.90
4" meter	\$ 323.38
6" meter	\$ 727.57
8" meter	\$1,293.43

In addition to the base rates set above, all accounts shall pay an additional flow charge of \$9.57 per 1,000 gallons, based on potable water use.

Section 2. EFFECTIVE DATE. The amended sewer usage rates established hereunder shall be utilized for the February 2025 meter readings to calculate billings beginning March 1, 2025.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED ON FIRST READING _____, 2024.

PASSED ON SECOND AND FINAL READING _____, 2024.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above ordinance in accordance with Chapter 166.041 of the Florida Statutes.

Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	NO. 2024-07	Date Submitted:	10/30/2024
Resolution:		Agenda Meeting Date:	11/05/2024
Motion:		Regular Meeting Date:	11/12/2024
Information Only		Submitted By:	COMMISSIONER THOMAS
No Action Needed:		Written By:	
Discussion:			

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2024-07 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$10.87 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$310.58 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2024-07 ON FIRST READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2024-07

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$10.87 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$310.58 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of South Pasadena Reclaimed Water rates are currently \$10.25 monthly for residential customers and \$293.00 per pervious acre per month for commercial customers; and

WHEREAS, Pinellas County Utilities provides the reclaimed water used by the residents of South Pasadena; and

WHEREAS, Pinellas County Utilities has adopted wholesale reclaimed water rate increases from Fiscal Year 2025 through Fiscal Year 2027; and

WHEREAS, there is a 15% approved increase (to \$661.25 PMG) for the fiscal year ending in September 2025; and

WHEREAS, the projected increase in reclaimed water costs for Fiscal Year 2025 is approximately \$16,925 and is projected to be \$129,740 based on expected processing volumes of 196.2 million gallons for fiscal 2025; and

WHEREAS, a recommended 6% increase in Reclaimed Water Fees is expected to generate \$291,500 or an additional \$14,000 annually in Reclaimed Water Revenue; and

WHEREAS, the City Commission desires to cover increases in reclaimed water cost charged by the County and to maintain adequate reserves for capital improvements and replacements to the City reclaimed water system.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of South Pasadena, Florida as follows:

Section 1. FINDINGS AND MONTHLY RATE INCREASE. As a result of the findings of the City Commission set forth above, that effective March 1, 2025, the Base Reclaimed Water Rates shall be increased by 6%. Subsection 192-20 of Appendix Chapter A198 of the Code of Ordinances, the schedule of rates for reclaimed water service, is amended to read as follows:

Water reclamation monthly service charges:

Single family\$ 10.87 per month

Multi-Family, Commercial, Municipal and all others

Multi-Family\$ 310.58 per pervious acre per month

Commercial\$ 310.58 per pervious acre per month

Municipal (Public).....\$ 310.58 per pervious acre per month

Section 2. EFFECTIVE DATE. The amended reclaimed water rates established hereunder shall be utilized for the February 2025 meter readings to calculate billings beginning March 1, 2025.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED ON FIRST READING _____, 2024.

PASSED ON SECOND AND FINAL READING _____, 2024.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above ordinance in accordance with Chapter 166.041 of the Florida Statutes.

Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney