



# *City of South Pasadena*

7047 SUNSET DRIVE SOUTH  
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## **A G E N D A**

AGENDA MEETING  
SOUTH PASADENA, FLORIDA

TUESDAY, FEBRUARY 4, 2025  
COMMISSION CHAMBERS 9:00 A.M.

CALL TO ORDER  
INVOCATION  
PLEDGE OF ALLEGIANCE  
ROLL CALL

## **PROPOSED AGENDA FOR THE TUESDAY, FEBRUARY 11, 2025 REGULAR COMMISSION MEETING**

### **DISCUSSION ITEMS**

#### **PUBLIC HEARING**

NONE

#### **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.

1. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTH OF  
JANUARY 2025 ON FILE IN CITY CLERK'S OFFICE  
AGENDA MEETING, JANUARY 7, 2025; ADMINISTRATIVE WORKSHOP,  
JANUARY 7, 2025; REGULAR COMMISSION MEETING, JANUARY 14,  
2025; AND ADMINISTRATIVE WORKSHOP, JANUARY 21, 2025.

AGENDA MEETING

TUESDAY, FEBRUARY 4, 2025 - 9:00 A.M.

**NEW BUSINESS**

2. RESOLUTION NO. 2025-02 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, APPOINTING TWO MEMBERS TO THE FIREFIGHTERS' PENSION BOARD OF TRUSTEES - THOMAS.
3. RESOLUTION NO. 2025-03 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY AND PROVIDING FOR AN EFFECTIVE DATE - PENNY.

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.

1. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTH OF  
JANUARY 2025 ON FILE IN CITY CLERK'S OFFICE

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AGENDA MEETING, JANUARY 7, 2025; ADMINISTRATIVE WORKSHOP,  
JANUARY 7, 2025; REGULAR COMMISSION MEETING, JANUARY 14,  
2025; AND ADMINISTRATIVE WORKSHOP, JANUARY 21, 2025.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

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|                         |                       |                     |
|-------------------------|-----------------------|---------------------|
| Ordinance:              | Date Submitted:       | 01/29/2025          |
| Resolution: NO. 2025-02 | Agenda Meeting Date:  | 02/04/2025          |
| Motion:                 | Regular Meeting Date: | 02/11/2025          |
| Information Only        | Submitted By:         | COMMISSIONER THOMAS |
| No Action Needed:       | Written By:           |                     |
| Discussion:             |                       |                     |

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

RESOLUTION NO. 2025-02 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, APPOINTING TWO MEMBERS TO THE FIREFIGHTERS' PENSION BOARD OF TRUSTEES.

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**Motion Proposed:**

TO PASS RESOLUTION NO. 2025-02

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

RESOLUTION NO. 2025-02

A RESOLUTION OF THE CITY OF SOUTH PASADENA,  
FLORIDA, APPOINTING TWO MEMBERS TO THE  
FIREFIGHTERS' PENSION BOARD OF TRUSTEES.

WHEREAS, Florida Statute 175.061 provides that the City Commission shall appoint two members to the Firefighters' Pension Board of Trustees; and

WHEREAS, the City Commission appointed Thomas McFadden to the Firefighters' Pension Board in November 2022 to serve a two year term; and

WHEREAS, Mr. McFadden's term has expired which has created a vacancy on the Board; and

WHEREAS, Richard P. O'Connor is the second member appointed by the City Commission in August 2022 to serve a two year term; and

WHEREAS, Mr. O'Connor's term has expired and he has expressed the desire to be reappointed for another two year term.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of South Pasadena that Richard O'Connor and \_\_\_\_\_ are hereby appointed as members of the South Pasadena Firefighters' Pension Board of Trustees and shall serve terms of two years, expiring in February 2027, unless replaced by action of the City Commission.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.

\_\_\_\_\_  
Arthur Penny, Mayor

ATTEST:

\_\_\_\_\_  
Carley Lewis, City Clerk

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

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City Attorney



2022 JUL 15 AM 10:25

CITY OF  
SOUTH PASADENA, FL

public disclosure.



## City of South Pasadena Board/Committee Application

APPLICATION TO SERVE ON: Firefighters' Pension Board

1. NAME: Richard P. O'Connor
2. ADDRESS: 1328 Pasadena Ave South, Apt 206, South Pasadena, FL 33709
3. PHONE: 813-263-9608
4. EMAIL: richardpoconnor@gmail.com
5. VOTER REGISTRATION NUMBER: 110684360
6. NUMBER OF YEARS IN RESIDENCE: 3
7. ~~PARENT~~/FORMER OCCUPATION: CPA, Attorney, & Chief Financial Officer
8. NUMBER OF YEARS RETIRED: 6
9. IF APPOINTED, ARE YOU WILLING TO COMPLETE FINANCIAL DISCLOSURE FORMS OR ANY OTHER FORMS REQUIRED BY LAW? YES ☒ NO ☐
10. GIVE A BRIEF HISTORY OF YOUR EDUCATIONAL BACKGROUND: Georgetown University, Washington, D.C., B.S.B.A. (Accounting Major)  
Stetson University College of Law, Gulfport, FL, J.D.
11. GIVE A BRIEF HISTORY OF YOUR PROFESSIONAL BACKGROUND: Audit manager for national and regional CPA firms; Chief Financial Officer for private and publicly-held corporations; Attorney in private practice for 20+ years in St Pete area (civil litigation, trusts/estates, real estate, contracts)
12. LIST ANY BUSINESS RELATIONSHIP WITH THE CITY AND/OR INDIVIDUAL CITY COMMISSIONERS WITHIN THE LAST THREE YEARS: none



13. WHAT DO YOU THINK YOU CAN CONTRIBUTE TO THE BOARD/COMMITTEE IF YOU ARE APPOINTED? As a former (retired) CPA, I am familiar with financial reporting obligations of corporations and businesses; as a current, licensed lawyer, my knowlege of Florida law would benefit the City and the pension board. Finally, I have the time and desire to help South Pasadena!

Please note applicants may be asked to attend a Commission meeting prior to an appointment being made.



CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

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|                         |                       |             |
|-------------------------|-----------------------|-------------|
| Ordinance:              | Date Submitted:       | 01/29/2025  |
| Resolution: NO. 2025-03 | Agenda Meeting Date:  | 02/04/2025  |
| Motion:                 | Regular Meeting Date: | 02/11/2025  |
| Information Only        | Submitted By:         | MAYOR PENNY |
| No Action Needed:       | Written By:           |             |
| Discussion:             |                       |             |

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

RESOLUTION NO. 2025-03 - A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY AND PROVIDING FOR AN EFFECTIVE DATE.

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**Motion Proposed:**

TO PASS RESOLUTION NO. 2025-03

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

RESOLUTION NO. 2025-03

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings that could lead to a criminal prosecution or code enforcement actions are exposed to threats and other acts of violence; and

WHEREAS, municipal clerks often administer elections and some election workers have been targeted for threats and violence due to the nature of materials they are responsible for

WHEREAS, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants; and

WHEREAS, currently public records exemptions in Florida include those for local personnel who either investigate, enforce or otherwise provide a service that can result in contentious interactions when action is taken and municipal clerks and their staffs fall within the need for a window for greater protection; and

WHEREAS, the Florida Association of City Clerks is very concerned for the safety and well-being of the municipal clerks and their staffs who serve the public on a daily basis and are, oftentimes, the first contact of citizens with cities; and

WHEREAS, the City of South Pasadena has complied with all requirements and procedures of Florida law in processing and adopting this Resolution.

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

(1). The City Commission of the City of South Pasadena hereby adopts the recitals set forth in this Resolution (whereas clauses) as the legislative findings of the City Commission of the City.

(2). The Mayor and City Commission of the City of South Pasadena, Florida, hereby urges and encourages the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality.

(3). The City Clerk is hereby directed and authorized to send a certified copy of this Resolution to Governor Ron DeSantis, Senator Nick DiCeglie and Representative Linda Chaney, the Suncoast League of Cities, and the Florida League of Cities (FLC).

(4). This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.

\_\_\_\_\_  
Arthur Penny, Mayor

ATTEST:

\_\_\_\_\_  
Carley Lewis, City Clerk

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

\_\_\_\_\_  
City Attorney

**From:** Florida Association of City Clerks <apayne@flcities.com>  
**Sent:** Wednesday, January 29, 2025 4:52 PM  
**To:** Carley Lewis  
**Subject:** Public Records Exemption



## Public Records Exemption

**FACC has adopted a resolution in support of public records exemption.**

Click [here](#) to view the FACC resolution.

The FACC Board of Directors is considering how to pursue state legislation to provide a public records exemption for the personal information of current Municipal Clerks and employees who perform municipal elections work.

The City Commission of the City of Sanford, Florida, recently adopted a resolution [here](#) urging the Florida State Legislature to enact legislation to provide a public records exemption for Municipal Clerks and employees who perform municipal elections work or have any part in code enforcement functions of a city and providing for an effective date.

**FACC is asking you to adopt a resolution in your municipality urging the same. Click [here](#) to download a resolution template. Once the resolution is adopted in your municipality, please email a PDF copy to FACC staff at [facc@flcities.com](mailto:facc@flcities.com).**

### **Background:**

Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings related to neglect or abuse, or other activities that could lead to a criminal prosecution are exposed to threats and other acts of violence.

Municipal Clerks often administer elections. Some election workers have been targeted for threats and violence due to the nature of materials they are responsible for. Further, Clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances. Occasionally, these proceedings have led to retaliation and threats by defendants.

Please note, there are currently 27 public record exemptions for specific roles, one of which applies to Code Enforcement Officers. Code Officers are covered by the exemption, but not Municipal Clerks. There is language referencing code



enforcement work in the resolution template for the purpose of including Municipal Clerks and employees who perform work related to code enforcement proceedings to be included as part of the public record exemption.

**Download Resolution Template**

**Email Your Adopted Resolution to FACC Staff**



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Florida Association of  
City Clerks

[floridaclerks.org](http://floridaclerks.org)

[facc@flcities.com](mailto:facc@flcities.com)

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