

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, OCTOBER 21, 2025
COMMISSION CHAMBERS - 9:00 A.M.

Mayor Penny called the meeting to order at 9:04 A.M. All participated in the pledge to the flag.

ROLL CALL: COMMISSIONERS GAIL NEIDINGER, MARK MCALLEES, LYNDA THOMPSON, VICE MAYOR THOMAS REID, AND MAYOR ARTHUR PENNY. ALSO PRESENT: CITY CLERK CARLEY LEWIS, CITY ATTORNEY KRISTEN GRAY, 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 Rate Increase Request from Waste Connections of Florida, Inc. with Ian Boyle and Appointment of a Finance Director.

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 a requested rate increase and reviewed a handout (attached to Minutes as Exhibit A). He stated that Waste Connections is requesting a 4.4% rate adjustment increase that would be effective on December 1, 2025. He noted that the adjustment includes a 2.5% CPI increase and an 8% pass-through increase due to increasing disposal rates from Pinellas County.

Discussion ensued regarding garbage rates and services.

The consensus of the Commission was to move forward with the requested rate increase.

City Clerk Lewis reported that the item will be added to the November 10, 2025 Regular Commission Meeting agenda for formal approval.

The next topic for discussion was Appointment of a Finance Director.

City Clerk Lewis spoke regarding the hiring of a Finance Director and reviewed a handout (attached to Minutes as Exhibit B). She reported that Finance Director Graham is scheduled to retire in January and an application process has taken place to

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select his replacement. She said that Commissioner Neidinger has selected applicant Heather Guadagnoli, who is a CPA and has experience with the City as a former auditor with Wells, Houser, and Schatzel. She explained that the Commission had budgeted Step 8 for a new hire but in consultation with Commissioner Neidinger she is requesting that Step 9 be approved. She noted that it has been difficult to find quality applicants as many local professionals are concerned about working for coastal communities after last year's storms.

Discussion ensued regarding the hiring of Ms. Guadagnoli as the next Finance Director.

City Clerk Lewis stated that Ms. Guadagnoli's appointment as Finance Director would be made by resolution at the next Regular Commission Meeting but requested approval for her to start with the City on November 3rd.

The consensus of the Commission was to approve the hiring of Heather Guadagnoli as the next Finance Director with a start date of November 3rd and a pay rate of Step 9.

Mayor Penny spoke regarding a request for contributions from the Neighborly Care Network and reviewed a handout (attached to Minutes as Exhibit C). He stated that the City has historically provided a contribution but that it has been less than what they have requested. He spoke in favor of increasing the City's contribution considering the valuable services provided to the local community.

Mr. Graham stated there is \$5,000 in the budget for the contribution to Neighborly Care Network.

Discussion ensued regarding increasing the City's contribution to Neighborly Care Network.

The consensus of the Commission was to increase the City's contribution to Neighborly Care Network to the requested 10% of their estimated dollar value service for a donation of approximately \$9,700.

Marketing Coordinator Britton-Kant spoke about yoga classes in the Galatea Garden Bandshell and reviewed a handout (attached to Minutes as Exhibit D). She reported on yoga classes returning to the City and noted that they will be offered at no cost.

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Discussion ensued regarding the upcoming Trunk or Treat event on Saturday, October 25th.

Commissioner Thompson reported that she received a request for lights to be added to the tennis/pickleball courts since it gets dark earlier in the winter months. She said that she spoke with a representative from Duke Energy and there is a solar light with a timer that could be used.

Discussion ensued regarding adding lights to the tennis/pickleball court.

Mayor Penny asked staff to obtain a quote for lights and report back to the Commission at a future meeting.

Public Works Director Shimko reported that the oak tree in the back of Galatea Garden needs to be removed due to its decline. He added the removal will occur in the next few weeks.

City Clerk Lewis informed the Commission that Public Safety Director Mixson has suggested that the department heads attend a two-day training course related to emergency operations plans. She explained that the course is scheduled for November 17th and 18th which conflicts with a regularly scheduled Administrative Workshop. She requested Commission approval to cancel the meeting and to only schedule a workshop if a time-sensitive issue arises.

Public Safety Director Mixson spoke regarding the course and encouraged the Commission to allow staff to attend.

The consensus of the Commission was to cancel the November 18, 2025 Administrative Workshop and to address time-sensitive issues as needed.

Community Improvement Director Sullivan asked the Commission for permission to attend Legislative Day in Tallahassee, Florida to attend meetings with legislators to advocate for building codes. She explained that the session is scheduled for January 25th - 27th and coordinated by the Building Officials Association of Florida (BOAF).

The consensus of the Commission was to approve Ms. Sullivan's request to attend Legislative Day with BOAF.

There being no further discussion, the meeting was adjourned at 9:37 A.M.

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Arthur Penny
Arthur Penny, Mayor

ATTEST:

Carley Lewis

Carley Lewis, City Clerk
10-21.25a

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