

## M I N U T E S

REGULAR COMMISSION MEETING  
SOUTH PASADENA, FLORIDA

TUESDAY, JANUARY 13, 2026  
COMMISSION CHAMBERS 7:00 P.M.

MAYOR PENNY CALLED THE MEETING TO ORDER AT 7:00 P.M. THE INVOCATION WAS GIVEN BY COMMISSIONER NEIDINGER. ALL PARTICIPATED IN THE PLEDGE TO THE FLAG.

ROLL CALL: COMMISSIONERS GAIL NEIDINGER, MARK MCALEES, LYNDA THOMPSON, VICE MAYOR THOMAS REID, AND MAYOR ARTHUR PENNY. ALSO PRESENT: CITY CLERK CARLEY LEWIS, CITY ATTORNEY KRISTEN GRAY, FINANCE DIRECTOR JAMES GRAHAM, FINANCE DIRECTOR HEATHER GUADAGNOLI, PUBLIC SAFETY DIRECTOR DAVID MIXSON, PUBLIC WORKS DIRECTOR SHAWN SHIMKO, COMMUNITY IMPROVEMENT DIRECTOR TERESA SULLIVAN, AND DEPUTY CITY CLERK MARY JO BOWMAN.

### REPORTS

Mayor Penny said a special thank you and congratulations to Finance Director Jim Graham on his upcoming retirement. Mayor Penny recognized Mr. Graham for his 28 years of service to the City and wished him well.

Commissioner Neidinger reported on Finance Department activities including audit procedures, ad valorem distributions, and City financial reports.

Commissioner McAlees reported on Community Improvement Department activities including local business tax procedures, and receipts, permitting and inspections activity, and substantial damage package processes.

Commissioner Thompson spoke about the annual Fire Station 20 Open House on behalf of the Public Safety Department. She reviewed details of the event and encouraged the public to attend on January 31<sup>st</sup> from 11:00 am to 1:00 pm.

Vice Mayor Reid explained the standardized color-coding system for underground utility locations on behalf of the Public Works Department. He added that Public Works employees continue to remove holiday décor throughout the city.

Mayor Penny reported on Administration Department activities including the annual tree lighting and boat parade, the upcoming Fire Station 20 Open House, the 2026 Block Party, the new City Hall project, and the closure of City offices in observance of Martin Luther King Jr. Day.

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**PEOPLE'S FORUM**

NONE

**AGENDA COMMENT**

NONE

**DISCUSSION ITEMS**

**PUBLIC HEARING**

NONE

**UNFINISHED BUSINESS**

NONE

**CONSENT AGENDA**

1. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTH OF DECEMBER 2025 ON FILE IN CITY CLERK'S OFFICE  
AGENDA MEETING, DECEMBER 2, 2025; ADMINISTRATIVE WORKSHOP, DECEMBER 2, 2025; REGULAR COMMISSION MEETING, DECEMBER 9, 2025.

MOTION WAS MADE BY COMMISSIONER MCALEES, SECONDED BY COMMISSIONER THOMPSON, TO PASS THE ENTIRE CONSENT AGENDA.

**UNANIMOUS APPROVAL BY ACCLAMATION**

**NEW BUSINESS**

2. MOTION - TO EXECUTE LETTER OF ENGAGEMENT WITH THE FLORIDA LEAGUE OF CITIES (FLC) FOR SERVICES PROVIDED UNDER THE FLORIDA MUNICIPAL LOAN COUNCIL (FMLC) FINANCING PROGRAM TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

MOTION WAS MADE BY VICE MAYOR REID, SECONDED BY COMMISSIONER NEIDINGER, TO EXECUTE LETTER OF ENGAGEMENT WITH THE FLORIDA LEAGUE OF CITIES (FLC) FOR SERVICES PROVIDED UNDER THE FLORIDA MUNICIPAL LOAN COUNCIL (FMLC) FINANCING PROGRAM TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

VOTE:	COMMISSIONER NEIDINGER	AYE
	COMMISSIONER MCALEES	AYE
	COMMISSIONER THOMPSON	AYE

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VICE MAYOR REID                    AYE  
MAYOR PENNY                        AYE

**UNANIMOUSLY APPROVED**

3. MOTION - TO EXECUTE LETTER OF ENGAGEMENT WITH PUBLIC RESOURCES ADVISORY GROUP (PRAG) FOR SERVICES RELATED TO THE DEVELOPMENT AND IMPLEMENTATION OF A CAPITAL PLAN TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

MOTION WAS MADE BY COMMISSIONER MCALEES, SECONDED BY COMMISSIONER NEIDINGER, TO EXECUTE LETTER OF ENGAGEMENT WITH PUBLIC RESOURCES ADVISORY GROUP (PRAG) FOR SERVICES RELATED TO THE DEVELOPMENT AND IMPLEMENTATION OF A CAPITAL PLAN TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

VOTE:                    COMMISSIONER MCALEES            AYE  
                             COMMISSIONER THOMPSON        AYE  
                             VICE MAYOR REID                AYE  
                             COMMISSIONER NEIDINGER       AYE  
                             MAYOR PENNY                     AYE

**UNANIMOUSLY APPROVED**

4. MOTION - TO EXECUTE LETTER OF ENGAGEMENT WITH BRYANT MILLER OLIVE P.A. FOR BOND COUNCIL SERVICES TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

MOTION WAS MADE BY COMMISSIONER THOMPSON, SECONDED BY VICE MAYOR REID, TO EXECUTE LETTER OF ENGAGEMENT WITH BRYANT MILLER OLIVE P.A. FOR BOND COUNCIL SERVICES TO FUND THE CONSTRUCTION OF A NEW CITY HALL.

VOTE:                    COMMISSIONER THOMPSON           AYE  
                             VICE MAYOR REID                AYE  
                             COMMISSIONER NEIDINGER       AYE  
                             COMMISSIONER MCALEES        AYE  
                             MAYOR PENNY                     AYE

**UNANIMOUSLY APPROVED**

There being no further discussion, the meeting was adjourned at 7:15 p.m.

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*Arthur Penny*

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Arthur Penny, Mayor

ATTEST:

*Carley Lewis*

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Carley Lewis, City Clerk  
01-13.26r

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