

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, MARCH 17, 2026
COMMISSION CHAMBERS - 9:00 A.M.

Mayor Penny called the meeting to order at 9:03 A.M. All participated in the pledge to the flag.

ROLL CALL: COMMISSIONERS GAIL NEIDINGER, MARK MCALEES, LYNDIA THOMPSON, VICE MAYOR THOMAS REID, AND MAYOR ARTHUR PENNY. ALSO PRESENT: CITY CLERK CARLEY LEWIS, CITY ATTORNEY KRISTEN GRAY, 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.

The topic scheduled for discussion was Ongoing Project Updates.

Public Works Director Shimko spoke on Public Works Department activities including Florida Department of Transportation (FDOT) bridgework, grant funding, Bay View Park tree installations, and utility marking projects.

Finance Director Guadagnoli spoke on Finance Department activities including audit procedures, Government Finance Officers Association (GFOA) Award timelines, FEMA reports, Tyler Technologies software issues, and department staffing.

Public Safety Director Mixson reported that a deadline was missed for the City's Hazard Mitigation Grant Program (HMGP) application seeking funding for a generator at the Annex Building so the project is no longer being considered for funding in the current process. He noted that he would watch for future opportunities to submit the project.

Chief Mixson spoke on Public Safety Department activities including the Gold Helmet Award certificate regarding cancer prevention (attached to Minutes as Exhibit A). He announced that Lieutenant Rasmussen is retiring and a promotional process is taking place. He noted that the department will be hiring to fill the vacancy.

Community Improvement Director Sullivan spoke on Community Improvement Department activities. She reported that approximately 65 businesses have closed since the 2024 storms and noted that 25 of them were in the executive building that was shut down.

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Discussion ensued regarding local business activity.

In response to Commissioner Neidinger, City Clerk Lewis reported that Brent Burish, CEO of HCA Florida Pasadena Hospital, will attend an April meeting to talk with the Commission regarding healthcare operations and clinical services provided at the hospital.

Ms. Sullivan informed the Commission that Planner Marcus Jones is leaving the City and she will be advertising the position.

In response to Vice Mayor Reid, Ms. Sullivan said that she will be attending a conference with Tyler Technologies and is hoping to learn more about tools and features that can be added to the City's online permitting portal.

City Clerk Lewis spoke on Administration Department activities including the relocation of Sun Benches, the City's appropriations funding request, the upcoming South Pasadena Community Band concert, Charter Review Committee processes, and the upcoming community meeting regarding development regulations.

Discussion ensued regarding local development regulations.

There being no further discussion, the meeting was adjourned at 9:58 A.M.

Thomas Reid

Thomas Reid, Vice Mayor

ATTEST:

Carley Lewis

Carley Lewis, City Clerk
03-17.26a

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TO VIEW ORIGINAL SIGNED MINUTES,
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