

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, JUNE 16, 2026
COMMISSION CHAMBERS - 9:00 A.M.

Mayor Penny called the meeting to order at 9:02 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, CITY PLANNER CRAIG SOUTHERN, AND DEPUTY CITY CLERK MARY JO BOWMAN.

The topics scheduled for discussion were Local Agency Grants Program and Forward Pinellas Updates with Whit Blanton, Food Truck Regulations and Budget.

The first topic for discussion was Food Truck Regulations.

Community Improvement Director Sullivan introduced on-staff Planner Craig Southern to the City Commission.

Mr. Southern spoke regarding local regulations for food trucks and reviewed a handout (attached to Minutes as Exhibit A). He said that the City Code is relatively silent on food truck operations and requested Commission direction on where and when the City would like to allow food trucks to operate within the community. He noted that the City is not allowed to ban food trucks throughout the entire jurisdiction.

Public Safety Director Mixson spoke regarding safety and inspection processes for food trucks. He said that entrance and egress safety would need to be considered.

Vice Mayor Reid stated that he is concerned that food trucks compete with local businesses. He suggested that food trucks not be allowed in the commercial district to avoid taking business from local restaurants.

Discussion ensued regarding regulations for operating food trucks in the city.

The consensus of the Commission was for staff to draft an ordinance allowing food trucks to operate in residential

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districts and to require a special event permit for food trucks to operate in the commercial/general district. The Commission further agreed to establish limitations to the frequency that a food truck can operate locally.

The next topic for discussion was Local Agency Grants Program and Forward Pinellas Updates with Whit Blanton.

Whit Blanton, Forward Pinellas, spoke regarding Forward Pinellas initiatives and reviewed a presentation (attached to Minutes as Exhibit B). He discussed transportation improvement projects, planning initiatives, and grant opportunities.

The next topic for discussion was Budget.

Finance Director Guadagnoli spoke regarding sewer rates for FY 2027 and reviewed a handout (attached to Minutes as Exhibit C). She reported that she has not yet received final rates from the City of St. Petersburg. She recommended that the City plan to pass through whatever rate increase is set by St. Petersburg. She noted that she would expect the increase to be between 5-10%.

Ms. Guadagnoli spoke regarding reclaimed water rates and distributed a handout (attached to Minutes as Exhibit D). She informed the Commission that the increase for FY 2027 set by Pinellas County is approximately 15%. She recommended increasing rates to account for the increase from Pinellas County.

Ms. Guadagnoli explained that she will be presenting information on proposed millage rates at the next Administrative Workshop. She noted that the proposed figures will be based on estimated taxable values so there may be small adjustments that need to be made when the City receives final values at the end of the month.

Discussion ensued regarding the millage rate adoption process.

Public Works Director Shimko spoke regarding the purchase of patriotic lights. He said that he is hoping to buy approximately 40 lights to decorate every other pole on Pasadena Avenue. He said he was quoted \$17,572.

Ms. Guadagnoli said that there are funds remaining in the Visioning/Beautification line item.

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The consensus of the Commission was to purchase the patriotic holiday lights.

Chief Mixson spoke about the strategic plan budget request for the Fire Department. He said that the study was quoted at \$30,000 and would provide guidance on opportunities, threats, and future benchmarks.

Commissioner Neidinger stated that she feels the expense is too high for the financial position the City may be in soon.

Mayor Penny questioned if now is the right time to conduct the study.

Discussion ensued regarding the proposed strategic plan expense.

The consensus of the Commission was to move forward with budgeting for the Fire Department strategic plan.

City Clerk Lewis requested Commission approval to open a self-serve sandbag station. She noted that the station would be open on weekends and would help residents be able to prepare for storms in advance.

The consensus of the Commission was to open a self-serve sandbag station as proposed by staff.

There being no further discussion, the meeting was adjourned at 10:33 A.M.

Arthur Penny

Arthur Penny, Mayor

ATTEST:

Carley Lewis

Carley Lewis, City Clerk
06-16.26a

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