

M I N U T E S

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, JUNE 23, 2026
COMMISSION CHAMBERS - 9:06 A.M.

Mayor Penny called the meeting to order at 9:06 A.M. immediately following the Agenda Meeting and dispensed with opening formalities.

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 Budget.

Commissioner Neidinger spoke regarding the previously approved strategic plan study for the Fire Department. She stated that the City has a lot on its plate financially and suggested that now may not be the ideal time to expend the funds. She noted that there is expected to be a leadership transition in the Fire Department next year so the results of a study conducted now may not be utilized.

Mayor Penny spoke in favor of waiting until after the leadership transition to conduct such a study.

Vice Mayor Reid stated that the City may lose a lot of revenue soon if the property tax proposal passes. He spoke in favor of reevaluating the budget to remove more expenditures like paving projects that may not be needed.

Public Safety Director Mixson spoke regarding the proposed strategic plan. He stated that the Deputy Fire Chief would be involved in the process and there would be future benefits to having the study.

Discussion ensued regarding additional budget cuts.

The consensus of the Commission was to reopen discussion of previously review budget proposals.

Community Improvement Director Sullivan spoke regarding fee study proposals to restructure the permit fee schedule. She said the

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first quote was approximately \$35,000 and staff had only put \$20,000 in the budget. She said she is waiting for additional quotes.

In response to Commissioner Neidinger, Ms. Sullivan spoke regarding insurance processes and repair costs for City Hall. She said that initial numbers put City Hall at just under 50% damaged but that did not include all repair figures.

Finance Director Guadagnoli spoke regarding changes to the budget related to capital projects and distributed a handout (attached to Minutes as Exhibit A). She stated that the Commission had previously decided to combine and reduce HVAC expenditures and questioned what additional reductions the Commission would like.

Discussion ensued regarding the reduction of budgeted expenses for FY2027.

The consensus of the Commission was to reduce budgeted capital expenditures with the removal or reduction of budgeted items for paving, park exercise equipment, a kayak launch, streetlights, and HVACs. The Commission further decided to remove the Fire Department strategic plan from the operating budget, increase the budget for the fee analysis in the Community Improvement Department, and decrease the senior services contribution.

Vice Mayor Reid spoke regarding library card reimbursements. He suggested the City split the cost with residents 50/50 rather than subsidizing 75% of the cost. He stated that the City will have to make cuts if the proposed property tax legislation passes and residents need to understand that services will have to decrease.

City Clerk Lewis explained that the cost for a resident to get a library card is \$100 because the City is not a part of the countywide system. She noted that that amount is set by Pinellas County and the City currently reimburses residents \$75 of the cost.

Ms. Sullivan spoke in favor of maintaining some subsidy for library cards because it helps the City earn CRS credits.

Mayor Penny suggested leaving the current amount the same and reevaluating it next year.

Discussion ensued regarding library card reimbursements.

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The Commission decided to change the library card subsidy amount from \$75 to \$50 starting in FY2027.

Ms. Guadagnoli spoke regarding taxable values and reviewed a handout (attached to Minutes as Exhibit B). She reported on the process and schedule for adopting a millage rate. She said that in the past, the City has budgeted to receive 97.5% of the estimated ad valorem revenue but she would like to budget for 96%.

Mayor Penny stated that last year the City Commission decreased property taxes. He noted that he believes the City passed an additional senior discount in the past.

Ms. Guadagnoli explained that for FY2026 the Commission maintained the same millage rate from the prior year which was a revenue loss for the City. She said that because taxable values are projected to decrease, the rollback rate is a tax increase. She said that her calculations are based on preliminary values that are expected to change and she is recommending a millage rate of 5.8148 mills. She noted that the specific recommended range may change slightly once the City receives certified values.

Mayor Penny requested information on how various millage rates would affect homes with varying values.

Discussion ensued regarding taxable values and millage rate projections.

The consensus of the Commission was to move forward with a proposed tentative millage rate of 5.8148 mills.

Ms. Guadagnoli spoke regarding the step pay plan. She reported that it has been adjusted to reflect a 4% COLA and the results of the salary survey.

City Clerk Lewis spoke regarding the selection of a voting delegate for the upcoming Florida League of Cities (FLC) conference. She questioned who the Commission would like to appoint.

Mayor Penny stated that he would be at the conference and can serve as the voting delegate.

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City Clerk Lewis reported that an item would be put on the July 1st Regular Commission Meeting agenda to appoint Mayor Penny as the voting delegate.

Vice Mayor Reid reported that his term on the Board for the FLC is ending and he is running for an at-large seat.

There being no further discussion, the meeting was adjourned at 10:28 A.M.

Arthur Penny

Arthur Penny, Mayor

ATTEST:

Carley Lewis

Carley Lewis, City Clerk
06-23.26a

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