



City of South Pasadena

7047 SUNSET DRIVE SOUTH
SOUTH PASADENA, FLORIDA 33707
PH: (727) 347-4171 FAX: (727) 345-0518
WWW.MYSOUTHPASADENA.COM

A G E N D A

REGULAR COMMISSION MEETING
SOUTH PASADENA, FLORIDA

TUESDAY, AUGUST 25, 2026
COMMISSION CHAMBERS 7:00 P.M.

CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
ROLL CALL
REPORTS
PEOPLE'S FORUM
AGENDA COMMENT

DISCUSSION ITEMS

PUBLIC HEARING - QUASI-JUDICIAL

1. CONSIDERATION OF APPLICATION FOR SPECIAL EXCEPTION FROM KRYSTAL ZAMORA, PERMITTING MANAGER WITH GULF COAST MARINE CONSTRUCTION, ON BEHALF OF THE PROPERTY OWNER, MAX V. ELSON, JR., FOR 7140 SOUTH SHORE DRIVE SOUTH, SOUTH PASADENA, FL 33707.

UNFINISHED BUSINESS

NONE

CONSENT AGENDA

Resolutions and Motions of a non-controversial nature may be placed on the Consent Agenda. One motion for approval is required to pass the entire Consent Agenda; however, any item(s) may be removed prior to motion for approval.

2. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTHS OF JUNE AND JULY 2026 ON FILE IN CITY CLERK'S OFFICE
AGENDA MEETING, JUNE 2, 2026; ADMINISTRATIVE WORKSHOP, JUNE 2, 2026; ADMINISTRATIVE WORKSHOP, JUNE 9, 2026; REGULAR COMMISSION MEETING, JUNE 9, 2026; ADMINISTRATIVE WORKSHOP,

REGULAR COMMISSION MEETING
TUESDAY, AUGUST 25, 2026 - 7:00 P.M.

JUNE 16, 2026; AGENDA MEETING, JUNE 23, 2026;
ADMINISTRATIVE WORKSHOP, JUNE 23, 2026; REGULAR COMMISSION
MEETING, JULY 1, 2026.

NEW BUSINESS

3. ORDINANCE NO. 2026-01 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 5.0%; PROVIDING AN EFFECTIVE DATE - FIRST READING.
4. ORDINANCE NO. 2026-02 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$13.66 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$390.21 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE - FIRST READING.
5. ORDINANCE NO. 2026-03 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, ADOPTING FISCAL YEAR 2026-2027 BUDGET; PROVIDING AN EFFECTIVE DATE - FIRST READING.
6. RESOLUTION NO. 2026-04 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING THE SALARY PAY PLAN SET FORTH IN RESOLUTION NO. 2025-14 AND ADOPTING THE 2026-2027 STEP PAY PLAN FOR GENERAL EMPLOYEES AND APPROVING AMENDED JOB DESCRIPTIONS FOR THE CITY ADMINISTRATOR AND CITY CLERK POSITIONS; EFFECTIVE FOR THE PAYROLL INCLUDING OCTOBER 1, 2026.
7. RESOLUTION NO. 2026-05 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, APPOINTING THE SHERIFF OF PINELLAS COUNTY AS THE POLICE DEPARTMENT OF THE CITY FOR THE PERIOD OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027.
8. MOTION - TO APPROVE INTERLOCAL AGREEMENT WITH FORWARD PINELLAS FOR PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK AS AMENDED.
9. MOTION - TO APPOINT VICE MAYOR THOMAS REID AS THE CITY'S REPRESENTATIVE ON THE PSTA BOARD OF DIRECTORS.

ADJOURN

This meeting is open to the public. Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim

REGULAR COMMISSION MEETING
TUESDAY, AUGUST 25, 2026 - 7:00 P.M.

record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of South Pasadena is committed to providing reasonable accommodation for access for the disabled. In accordance with the Americans with Disabilities Act and F.S. 286.26, anyone needing assistance with regard to this meeting should contact the City Clerk's Office in writing at least 48 hours prior to the meeting. For more information or assistance please contact the City Clerk's office at 727-347-4171.



PUBLIC HEARING - QUASI-JUDICIAL

AGENDA MEETING
TUESDAY, AUGUST 18, 2026

REGULAR COMMISSION MEETING
TUESDAY, AUGUST 25, 2026

-
1. CONSIDERATION OF APPLICATION FOR SPECIAL EXCEPTION FROM KRYSTAL ZAMORA, PERMITTING MANAGER WITH GULF COAST MARINE CONSTRUCTION, ON BEHALF OF THE PROPERTY OWNER, MAX V. ELSON, JR., FOR 7140 SOUTH SHORE DRIVE SOUTH, SOUTH PASADENA, FL 33707.
-



CITY OF SOUTH PASADENA, FLORIDA COMMUNITY IMPROVEMENT DEPARTMENT

7047 Sunset Drive South • South Pasadena, Florida 33707
Phone 727-343-4192 • Fax 727-381-4819 • www.mysouthpasadena.com

CITY COMMISSION PUBLIC HEARING

August 25, 2026

STAFF REPORT

FILE: PNZ-0526-005 | Special Exception (Replacement Seawall with Height Increase and Waterward Extension)
OWNER: Max V. Elson, Jr.
ADDRESS: 7140 South Shore Drive S, South Pasadena, FL 33707
PARCEL #: 31-31-16-67608-001-0610
LEGAL: Lot 61, Block 1, Pasadena Isle, as recorded in Plat Book 47, Page 9 of the Public Records of Pinellas County, Florida
LOT SIZE: 0.20 acres (8,925 sq.ft.)
FLUM: Residential Low (RL) Future Land Use
ZONING: Single Family Residential (RS-70) Zoning District
FLOOD ZONE: Zone AE-11 | FEMA FIRM panel 12103C0276H effective date 8/24/2021
EXISTING USE: Single-Family Residence
APPLICANT: Krystal Zamora with Gulf Coast Marine Construction
PREPARED BY: Craig Southern, CFM | City Planner

BACKGROUND:

The applicant, Krystal Zamora, Permitting Manager with Gulf Coast Marine Construction, on behalf of the property owner, Max V. Elson, Jr., requests approval of a Special Exception application **PNZ-0526-005** pursuant to Sections 130-17(C)(3) and 130-48 of the Land Development Regulations to replace ninety (90) linear feet of existing seawall, construct the replacement seawall utilizing vinyl sheet pilings extending up to twelve (12) inches waterward of the existing seawall face, and increase the finished top-of-seawall elevation from approximately 4.9 ft NAVD88 to 5.9 ft NAVD88, an increase of approximately twelve (12) inches, at the subject property located at 7140 South Shore Drive S, South Pasadena, Florida 33707. The subject property is located within the RS-70 Single-Family Residential Zoning District.

For reference, the existing top-of-seawall elevations are as follows:

Subject Property (Existing):	4.9 ft NAVD88
Subject Property (Proposed):	5.9 ft NAVD88
Adjacent Property (North):	4.8 ft NAVD88
Adjacent Property (South):	5.5 ft NAVD88



ANALYSIS:

The following is a review of the proposed Special Exception pursuant to Sections 130-17(C)(3) and 130-48 of the Land Development Regulations. The Background section of this Staff Report is hereby incorporated by reference into this analysis. Pursuant to Section 130-17(C)(3) of the City Code, seawalls require approval of a Special Exception; however, repairs to or the exact replacement of an existing seawall are exempt from this requirement. Because the proposed project includes construction of the replacement seawall utilizing vinyl sheet piling positioned up to twelve (12) inches waterward of the existing seawall face, in addition to an increase in the finished top-of-seawall elevation from approximately 4.9 ft NAVD88 to 5.9 ft NAVD88, the proposal does not constitute an exact replacement and therefore requires approval of a Special Exception by the City Commission.

Pursuant to Section 130-48(A) of the Land Development Regulations, the City Commission shall make findings on the following four (4) criteria:

Criterion 1 | "That granting the special exception will not adversely affect the public interest."

Staff Analysis:

The proposed replacement of approximately ninety (90) linear feet of existing seawall, including construction of the replacement seawall utilizing vinyl sheet pilings extending up to twelve (12) inches waterward of the existing seawall face, and the twelve (12) inch increase in the finished top-of-seawall elevation will improve shoreline stabilization and flood resilience while continuing to protect the subject property. Staff finds the proposed Special Exception will not adversely affect the public interest.

Finding: Consistent

Criterion 2 | "That the requested use is reasonably compatible with surrounding uses. In making this determination the following factors should be considered:"

Staff Analysis:

The proposed seawall replacement, including the minor waterward extension, will continue to serve the existing single-family residence within the RS-70 Single-Family Residential Zoning District. The proposed top-of-seawall elevation of 5.9 feet NAVD88 is generally compatible with existing seawall elevations on the immediately adjacent waterfront properties, which are approximately 4.8 feet NAVD88 to the north and 5.5 feet NAVD88 to the south. The factors listed in Section 130-48(A)(2)(a) through (d) are either not applicable or are unaffected by the proposed seawall replacement.

Finding: Consistent

Criterion 3 | "That the land and building area is adequate for the operation of the use."

Staff Analysis:

The proposed Special Exception is limited to the replacement of approximately ninety (90) linear feet of existing seawall, including the minor waterward extension and the increase in the finished top-of-seawall elevation. The subject property provides adequate area to accommodate the proposed improvement, and no change to the existing residential use is proposed.

Finding: Consistent

Criterion 4 | "That approval of the use will not result in reduced land values and detract from surrounding areas."

Staff Analysis:

Staff finds the proposed seawall replacement, including the minor waterward extension and increase in the finished top-of-seawall elevation, will improve shoreline protection while maintaining compatibility with adjacent waterfront properties and the surrounding residential neighborhood. Staff has identified no characteristics of the proposed seawall replacement that would reasonably be expected to reduce surrounding property values or detract from the surrounding area.

Finding: Consistent

STAFF RECOMMENDATION:

Based upon staff's review of the application and supporting documentation, and the Special Exception review criteria set forth in Section 130-48 of Chapter 130, Land Development Regulations, staff finds that the proposed request is consistent with all four (4) Special Exception criteria. Staff therefore recommends approval by the City Commission of Special Exception application **PNZ-0526-005** submitted by Krystal Zamora, Permitting Manager with Gulf Coast Marine Construction, on behalf of the property owner, Max V. Elson, Jr., pursuant to Section 130-48 of the City Code, to replace approximately ninety (90) linear feet of existing seawall, construct the replacement seawall utilizing vinyl sheet piling positioned up to twelve (12) inches waterward of the existing seawall face, and increase the finished top-of-seawall elevation from approximately 4.9 feet NAVD88 to 5.9 feet NAVD88, an increase of approximately twelve (12) inches, at the property located at 7140 South Shore Drive South, South Pasadena, Florida 33707, subject to the following conditions of approval, which Staff recommends the City Commission consider pursuant to Section 130-48(B) of the City Code:

Recommended Conditions of Approval

1. The proposed replacement seawall, including the approved alignment, shall be constructed substantially in accordance with the plans and supporting documents submitted with Special Exception Application **PNZ-0526-005**, except as may be modified by the City Commission.
2. The approved finished top-of-seawall elevation shall not exceed 5.9 feet NAVD88, referenced to the North American Vertical Datum of 1988 (NAVD88).
3. The replacement seawall utilizing vinyl sheet piling shall not extend more than twelve (12) inches waterward of the existing seawall face. Any extension beyond twelve (12) inches shall require additional City review and approval, as applicable, in addition to any required authorization from other regulatory agencies.
4. The applicant and owner shall obtain all applicable federal, state, county, and local permits and approvals prior to commencement of construction.
5. Any proposed change to the approved finished top-of-seawall elevation, approved seawall alignment, or other material revision to the approved Special Exception shall require review and approval by the City in accordance with the City Code.

Attachments:

- Attachment A | Resolution No. 2026-03
- Attachment B | Applicant Letter of Intent (LOI) dated August 4, 2026
- Attachment C | Proposed Site Plan & Seawall Design prepared by Reuben Clarson Consulting Marine Engineering
- Attachment D | Adjacent Property Seawall Elevations
- Attachment E | Notice of Special Exception Public Hearing
- Attachment F | Certified Mailing Receipts

RESOLUTION NO. 2026-03

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH PASADENA, FLORIDA, APPROVING SPECIAL EXCEPTION APPLICATION PNZ-0526-005 PURSUANT TO SECTIONS 130-17(C)(3) AND 130-48 OF THE CITY CODE TO REPLACE NINETY (90) LINEAR FEET OF EXISTING SEAWALL, CONSTRUCT THE REPLACEMENT SEAWALL UTILIZING VINYL SHEET PILING EXTENDING UP TO TWELVE (12) INCHES WATERWARD OF THE EXISTING SEAWALL FACE, AND INCREASE THE FINISHED TOP-OF-SEAWALL ELEVATION FROM 4.9 FEET NAVD88 TO 5.9 FEET NAVD88, AN INCREASE OF TWELVE (12) INCHES, AT THE PROPERTY LOCATED AT 7140 SOUTH SHORE DRIVE SOUTH, SOUTH PASADENA, FLORIDA; PROVIDING CONDITIONS OF APPROVAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Krystal Zamora, Permitting Manager with Gulf Coast Marine Construction ("Applicant"), on behalf of Max V. Elson, Jr. ("Property Owner"), submitted Special Exception Application No. PNZ-0526-005 requesting approval to replace approximately ninety (90) linear feet of existing seawall, construct the replacement seawall utilizing vinyl sheet piling extending up to twelve (12) inches waterward of the existing seawall face, and increase the finished top-of-seawall elevation from 4.9 feet NAVD88 to 5.9 feet NAVD88 at the property located at 7140 South Shore Drive South, South Pasadena, Florida; and

WHEREAS, the subject property is legally described as: Lot 61, Block 1, Pasadena Isle, according to the plat thereof, as recorded in Plat Book 47, Page 9, of the Public Records of Pinellas County, Florida; and

WHEREAS, pursuant to Sections 130-17(C)(3) and 130-48 of the City Code, seawalls require approval of a Special Exception, except that repairs to or the exact replacement of an existing seawall are exempt from this requirement, and the proposed waterward extension and increase in the finished top-of-seawall elevation do not constitute an exact replacement and therefore require approval of a Special Exception by the City Commission; and

WHEREAS, the City Commission conducted a duly noticed public hearing in accordance with the City Code and considered the application, Staff Report, supporting documents, and testimony presented by all interested parties; and

WHEREAS, after reviewing the competent substantial evidence presented, the City Commission finds that the requested Special

Exception satisfies the review criteria set forth in Section 130-48(A) of the City Code; and

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE CITY OF SOUTH PASADENA THAT:

SECTION 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and are incorporated herein as a specific part of this Resolution.

SECTION 2. Findings.

Pursuant to Section 130-48(A) of the City Code, the City Commission hereby finds that:

1. Granting the Special Exception will not adversely affect the public interest.
2. The requested use is reasonably compatible with surrounding uses.
3. The land and building area is adequate for the operation of the use.
4. Approval of the Special Exception will not result in reduced land values or detract from surrounding areas.

SECTION 3. Approvals.

The City Commission hereby approves Special Exception Application No. PNZ-0526-005, pursuant to Sections 130-17(C)(3) and 130-48 of the City Code, authorizing the replacement of approximately ninety (90) linear feet of existing seawall construction of the replacement seawall utilizing vinyl sheet piling extending up to twelve (12) inches waterward of the existing seawall face, and an increase in the finished top-of-seawall elevation from approximately 4.9 feet NAVD88 to 5.9 feet NAVD88,, an increase of approximately twelve (12) inches, at the property located at 7140 South Shore Drive S, South Pasadena, Florida, subject to the following conditions pursuant to Section 130-48(B) of the City Code:

1. The proposed replacement seawall, including the approved alignment, shall be constructed substantially in accordance with the plans and supporting documents submitted with Special Exception Application PNZ-0526-005, except as may be modified by the City Commission.
2. The approved finished top-of-seawall elevation shall not exceed 5.9 feet NAVD88, referenced to the North American Vertical Datum of 1988 (NAVD88).
3. The replacement seawall utilizing vinyl sheet piling shall not extend more than twelve (12) inches waterward of the

existing seawall face. Any extension beyond twelve (12) inches shall require additional City review and approval, as applicable, in addition to any required authorization from other regulatory agencies.

4. The applicant and property owner shall obtain all applicable federal, state, county, and local permits and approvals prior to commencement of construction.

5. Any proposed change to the approved finished top-of-seawall elevation, approved seawall alignment, or other material revision to the approved Special Exception shall require review and approval by the City in accordance with the City Code.

SECTION 4. Severability.

If any section, part of section, paragraph, clause, phrase or word of this Resolution is declared invalid, the remaining provisions of this Resolution shall not be affected.

SECTION 5. Effective Date.

This Resolution shall become effective upon the date of its passage and adoption herein.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2026.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

THIS RESOLUTION HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney



Gulf Coast Marine Construction
13185 Faxton Street
Clearwater, FL 33760
(727)-531-3030

To the City of South Pasadena Development and Review Services and Citizens,

Good afternoon! We have proposed replacing the seawall at 7140 S Shore Drive. Our design ensures that the property is protected while maintaining the aesthetics of South Pasadena and increasing the value of the surrounding area.

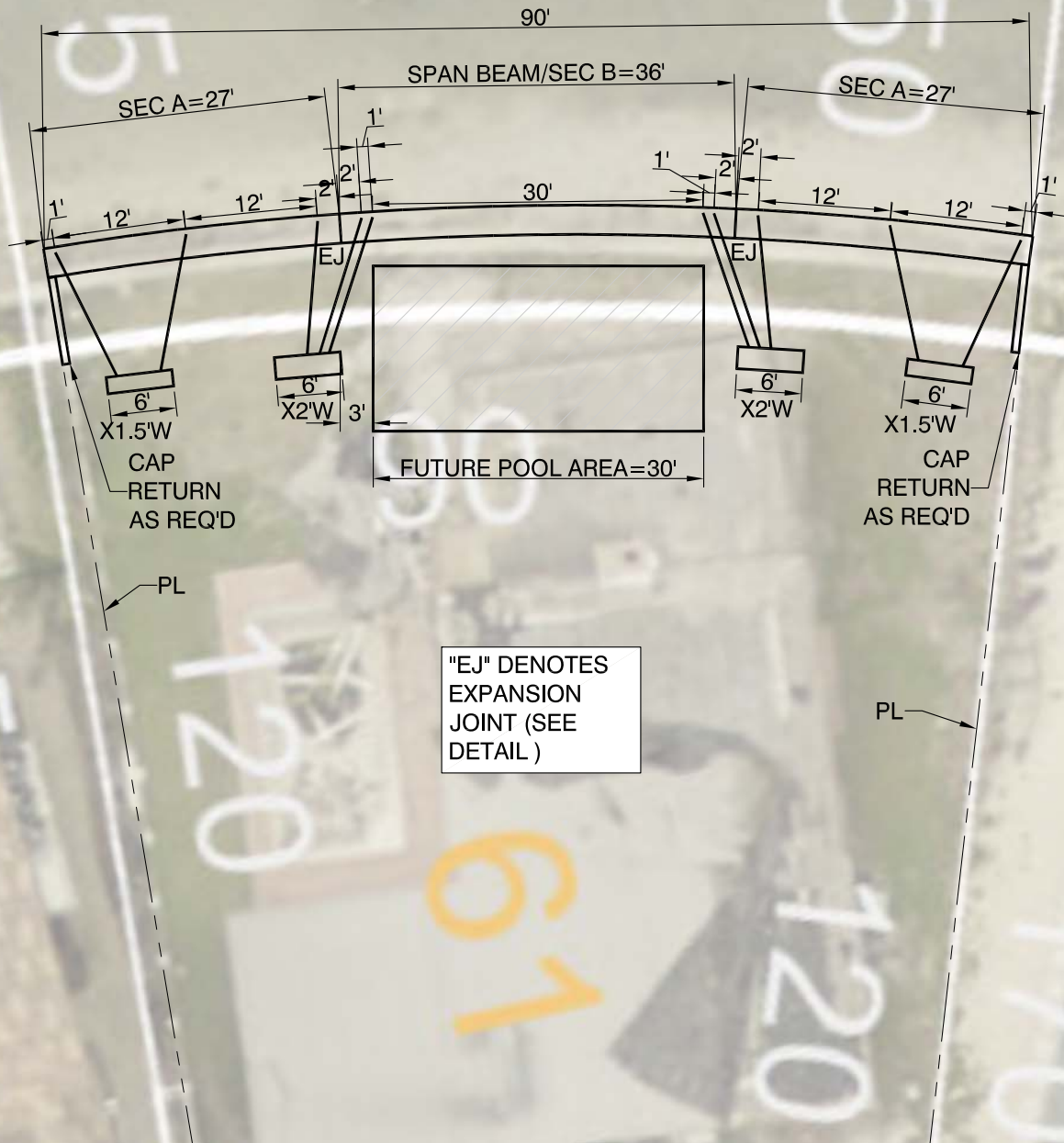
Key details regarding the project impact and community considerations include:

- Building Design: The engineering design increases the wall height by 12 inches, and the new vinyl sheets will be driven within 12 inches of the current wall. This design minimizes environmental impacts while maximizing protection. There will be no effect on the line of sight for neighboring properties.
- Drainage & Environment: The design ensures that drainage patterns will not adversely affect neighboring properties. Additionally, the impervious ratio will remain unchanged as we are building waterward.
- Property Impact: Due to the minimal height increase, neighboring views will not be compromised, and there will be no adverse impacts to adjacent lots. Setbacks are not a factor in the evaluation of this project.
- Community Mindfulness: To minimize disruption to neighbors, construction hours will be limited to 8:00 a.m. through 4:00 p.m., Monday through Friday.
- Traffic & Logistics: All materials and equipment will be kept within the project yard, and all parking will be restricted to the project driveway to reduce traffic impacts to the community.

We look forward to protecting this property and ensuring it remains a valuable asset to the neighborhood.

Best regards,

Permitting Technician
Krystal Zamora
Cell: 727-531-3030
13575 58th Street N
STE 228
Clearwater, FL 33760
krystal@seawallguy.com
seawallguy.com



1 OVERALL SITE PLAN VIEW
1 OF 3 1"=16'

Reuben // Clarson
CONSULTING
MARINE ENGINEERING

ASSESS, ADVISE, DESIGN
(CERT. OF AUTH. NO. 9206)
780 94TH AVENUE NORTH, SUITE 102, ST. PETERSBURG, FL 33702
P: (727) 895-4717 F: (727) 578-9542
WWW.REUBENCLARSONCONSULTING.COM

OWNER:
MAX ELSON

CONTRACTOR:
**GULF COAST
MARINE**

**7140 SHORE DR S
SOUTH PASADENA, FL**

SEAWALL DESIGN

DATE:
12-4-2025

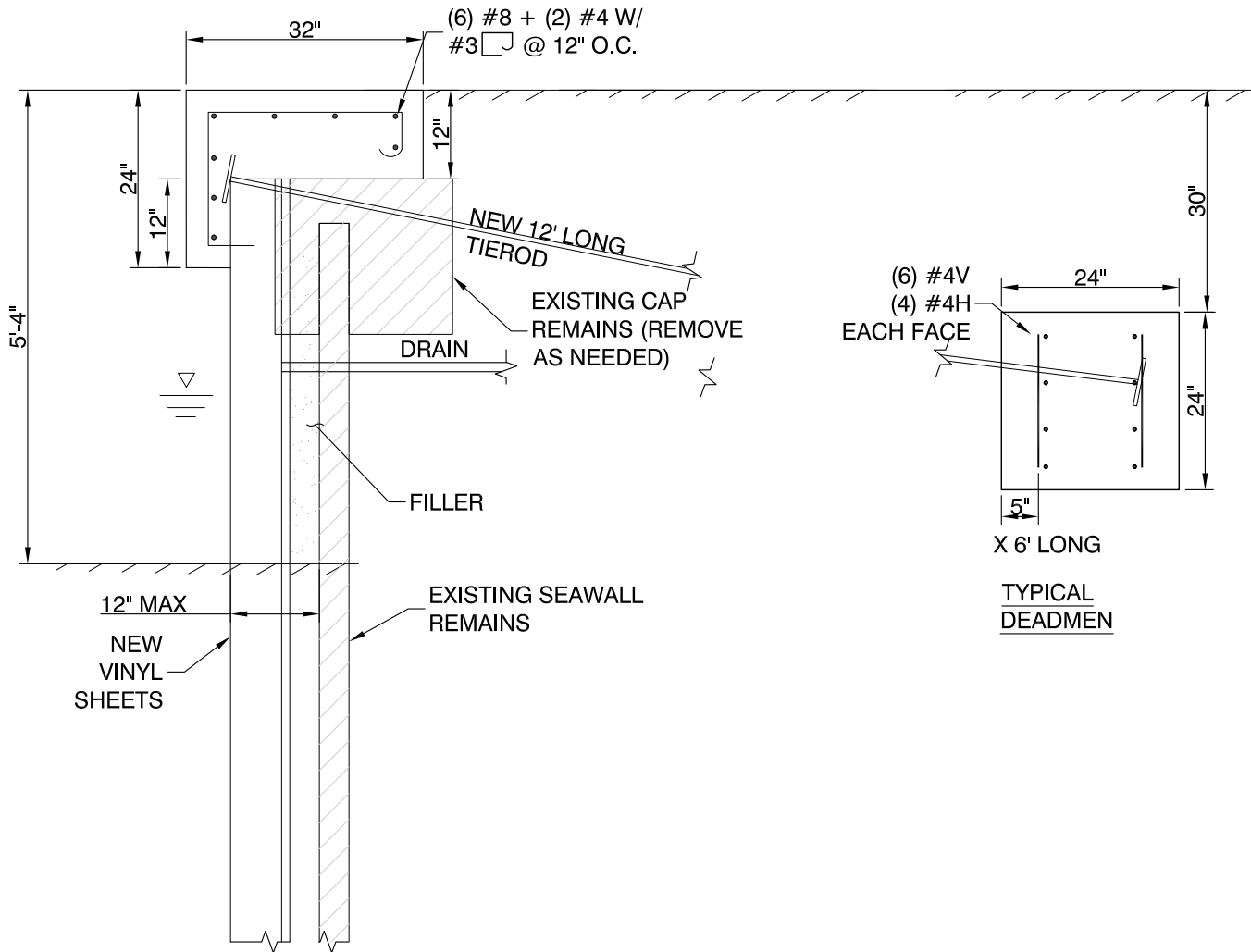
DRAWN/CHECK BY:
JH/JA

SCALE:
N.T.S.

PROJ. NO.
RC38-25MB514S

SHEET:
1 OF 3

REVISIONS:



1
3 OF 3
1/2" = 1'

SEAWALL SPAN BEAM/
SECTION B VIEW

NOTES:

- 1.) SHEETS-ESP 4.1, VANGUARD OR SG-425 X 10' LONG.
- 2.) CONCRETE-5000 PSI AT 28 DAYS, FILLER 3500 PSI
- 3.) REBAR-GRADE 60, PLAIN, 3" CONCRETE COVER
- 4.) TIEBACKS-1"Ø X 12' LONG HDG, PVC ENCASED W/ (2) 6" X 6" X 1/2" HDG WASHERS & NUTS INTO CONCRETE DEADMEN.
- 5.) DRAINS-1.25"Ø X 4' LONG SLIT TYPE PVC WELL POINT DRAINS @ 6' ON CENTER THROUGH BOTH WALLS 5" ABOVE THE BARNACLE LINE.
- 6.) NEW CAP AT 12" ABOVE THE EXISTING ELEVATION.
- 7.) MEETS FBC 2023, 8TH EDITION.

Reuben//Clarson
CONSULTING
MARINE ENGINEERING

ASSESS, ADVISE, DESIGN
(CERT. OF AUTH. NO. 9206)
780 94TH AVENUE NORTH, SUITE 102, ST. PETERSBURG, FL 33702
P: (727) 895-4717 F: (727) 578-9542
WWW.REUBENCLARSONCONSULTING.COM

OWNER:

MAX ELSON

CONTRACTOR:

**GULF COAST
MARINE**

DATE:

12-4-2025

SHEET:

3 OF 3

DRAWN/CHECK BY:

JH/JA

REVISIONS:

SCALE:

N.T.S.

PROJ. NO.

RC38-25MB514S

**7140 SHORE DR S
SOUTH PASADENA, FL**

SEAWALL DESIGN

OWNER: Max Elson
7140 Shore Dr S
South Pasadena, FL 33707

DATUM: FT-NAVD 88

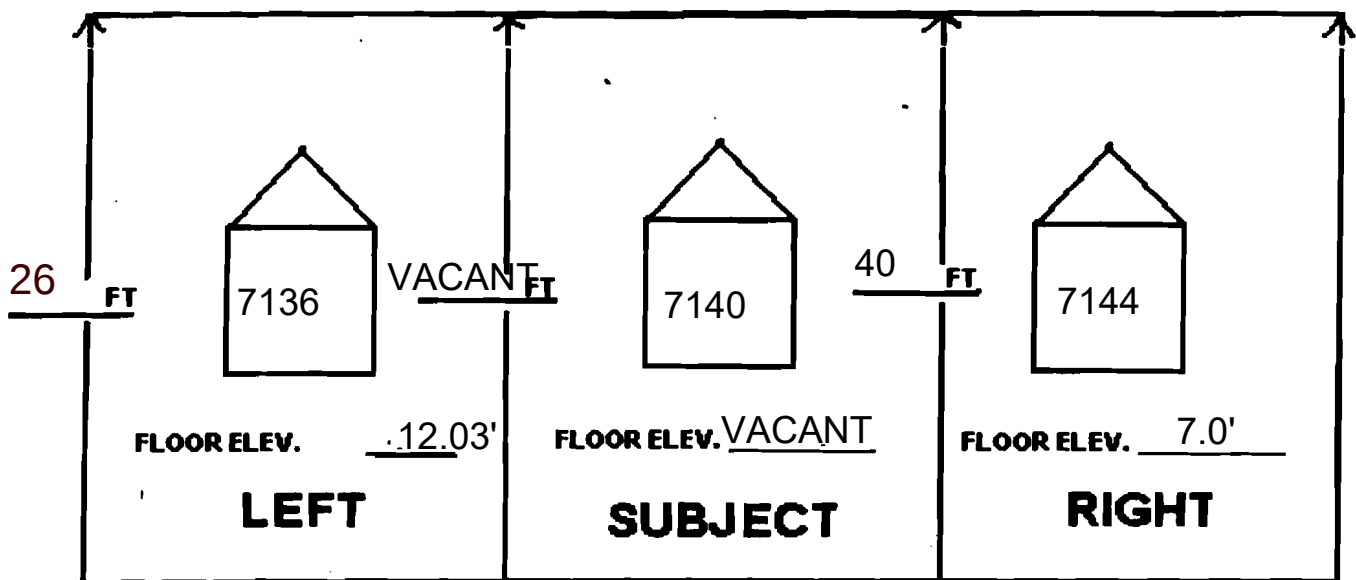
FEMA REQUIRED FLOOD ELEVATION MEASUREMENTS

EXISTING WALL (H) 5.5'

EXISTING WALL (H)	<u>4.9'</u>
+ INCREASED ELEV	+ <u>1.0'</u>
	<u>5.9'</u>
= PROPOSED ELEV.	<u> </u>

EXISTING WALL (H) 4.8'

WATERWARD



STREET

THIS SEAWALL HAS BEEN DESIGNED IN COMPLIANCE WITH FEMA REGULATIONS AND THAT THE PROPOSED SEAWALL ELEVATION MODIFICATION WILL NOT RESULT IN RAMPING OR DEFLECTION OF VELOCITY WATERS, OR EROSION THAT WILL DAMAGE ANY NEARBY BUILDINGS OR OTHER STRUCTURES. THE ANALYSIS CONCLUDES THAT THE PROPOSED SEAWALL WILL NOT SIGNIFACANTLY ALTER THE PHYSICAL CHARACTERISTICS OF FLOODING OR SIGNIFACANTLY INCREASE WAVE OR DEBRIS IMPACT FORCES TO ADVERSELY AFFECT ANY NEARBY STRUCTURE.



CITY OF SOUTH PASADENA NOTICE OF SPECIAL EXCEPTION PUBLIC HEARING

DATE OF PUBLIC HEARING:

Tuesday, August 25, 2026, at 7:00 P.M.

LOCATION OF PUBLIC HEARING:

City of South Pasadena City Hall
7047 Sunset Drive South, South Pasadena, FL 33707

The meeting will be held in person at the physical location stated above. Documents or other evidence may be submitted in person at the meeting or via email to cityhall@mysouthpasadena.com until 4:00 PM on Tuesday, August 25, 2026,

NATURE OF REQUEST: SPECIAL EXCEPTION

Krystal Zamora, Permitting Manager with Gulf Coast Marine Construction, on behalf of the property owner, Max V. Elson, Jr., has submitted Special Exception application **PNZ-0526-005** pursuant to Sections 130-17(C)(3) and 130-48 of the City of South Pasadena Land Development Regulations. The applicant requests approval to replace approximately ninety (90) linear feet of existing seawall, construct the replacement seawall utilizing vinyl sheet pilings extending up to twelve (12) inches waterward of the existing seawall face, and to increase the finished top-of-seawall elevation by approximately twelve (12) inches, which requires Special Exception approval because the project is not an exact replacement of the existing seawall.

LOCATION OF THE PROPERTY:

7140 South Shore Drive South, South Pasadena, FL 33707

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Additional information concerning this application may be obtained by calling the City of South Pasadena Community Improvement Department at 727-343-4192. Persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk of the City of South Pasadena at 727-347-4171 at least forty-eight (48) hours in advance of the meetings.

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
MARKUS & SUSAN MITTERMAYER
Street and Apt. No., or PO Box No.
7132 S. SHORE DRIVE
City, State, ZIP+4®
SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
JUNE FRULARD
Street and Apt. No., or PO Box No.
7124 S. SHORE DRIVE
City, State, ZIP+4®
SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
STALEY, RICHARD
Street and Apt. No., or PO Box No.
7136 S. SHORE DRIVE
City, State, ZIP+4®
SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
BRANDON LUPER
Street and Apt. No., or PO Box No.
7148 S. SHORE DRIVE
City, State, ZIP+4®
SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
STEPHANIE HUBBEN & BRYTT MILLER
Street and Apt. No., or PO Box No.
7124 S. SHORE DRIVE
City, State, ZIP+4®
SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Flemington, NJ 08822

Certified Mail Fee \$5.55
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To
FOUNDATION REALTY LLC
Street and Apt. No., or PO Box No.
10 MAISON CT
City, State, ZIP+4®
FLEMINGTON NJ 08822

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5764 23

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33715

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To KINGZETT Family

Street and Apt. No., or PO Box No. 1201 ST E APT #105

City, State, ZIP+4 ST PETE FL 33715

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5763 93

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To TROY GAMBLE

Street and Apt. No., or PO Box No. 7144 S SHORE DRIVE

City, State, ZIP+4 SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5764 16

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To JENNIFER TALBERT

Street and Apt. No., or PO Box No. 7122 S SHORE DRIVE

City, State, ZIP+4 SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5764 30

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To BRYAN & ELIZABETH ALFONSO

Street and Apt. No., or PO Box No. 6900 GRANDE VISTA WAY S

City, State, ZIP+4 SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5764 47

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To CURRENT RESIDENT

Street and Apt. No., or PO Box No. 6901 GRANDE VISTA WAY S

City, State, ZIP+4 SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

9589 0710 5270 3678 5764 61

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

Official Use

Saint Petersburg, FL 33707

Certified Mail Fee \$5.55

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.82

Total Postage and Fees \$6.37

Sent To DAVID BOSSETT

Street and Apt. No., or PO Box No. 6903 GRANDE VISTA WAY

City, State, ZIP+4 SOUTH PASADENA FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT

Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Saint Petersburg, FL 33707

USE

Certified Mail Fee \$5.55

\$40.00

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--|----|-------|
| ☐ Return Receipt (hardcopy) | \$ | 40.00 |
| ☐ Return Receipt (electronic) | \$ | 40.00 |
| ☐ Certified Mail Restricted Delivery | \$ | 40.00 |
| ☐ Adult Signature Required | \$ | 40.00 |
| ☐ Adult Signature Restricted Delivery | \$ | |

Postage \$0.02

\$
Total Postage and Fees
40.00

Sent To

DONALD COMELA'S
Street and Apt. No., or PO Box No.

2119 S SHORE DRIVE
City, State, ZIP+4®

SOUTH PASADENE FL 33707

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse

0210

65





LARGO
50 8TH AVE SW
LARGO, FL 33770-9998
www.usps.com

07/31/2026

02:12 PM

TRACKING NUMBERS

9589 0710 5270 3678 5764 23
9589 0710 5270 3678 5763 93
9589 0710 5270 3678 5764 16
9589 0710 5270 3678 5764 30
9589 0710 5270 3678 5764 47
9589 0710 5270 3678 5764 61
9589 0710 5270 3678 5764 85
9589 0710 5270 3678 5764 78
9589 0710 5270 3678 5765 15
9589 0710 5270 3678 5764 09
9589 0710 5270 3678 5765 08
9589 0710 5270 3678 5765 22
9589 0710 5270 3678 5765 39

TRACK STATUS OF ITEMS WITH THIS CODE
(UP TO 25 ITEMS)



TRACK STATUS BY TEXT MESSAGE

Send tracking number to 28777 (2USPS)
Standard message and data rates may apply

TRACK STATUS ONLINE

Visit <https://www.usps.com/tracking>
Text and e-mail alerts available

PURCHASE DETAILS

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33715 Weight: 0 lb 0.40 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	23	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5763	93	
Total			\$6.37

Letter			\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	16	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	30	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	47	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	61	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	85	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	78	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5765	15	
Total			\$6.37
First-Class Mail® Letter	1		\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026			
Certified Mail®			\$5.55
Tracking #:	9589 0710 5270 3678 5764	09	
Total			\$6.37

First-Class Mail® Letter	1	\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026		
Certified Mail®		\$5.55
Tracking #:	9589 0710 5270 3678 5765	08
Total		\$6.37
First-Class Mail® Letter	1	\$0.82
Flemington, NJ 08822 Weight: 0 lb 0.30 oz Estimated Delivery Date Tue 08/04/2026		
Certified Mail®		\$5.55
Tracking #:	9589 0710 5270 3678 5765	22
Total		\$6.37
First-Class Mail® Letter	1	\$0.82
Saint Petersburg, FL 33707 Weight: 0 lb 0.30 oz Estimated Delivery Date Mon 08/03/2026		
Certified Mail®		\$5.55
Tracking #:	9589 0710 5270 3678 5765	19
Total		\$6.37
Grand Total:		\$82.81
Credit Card Remit		\$82.81
Card Name: VISA Account #: XXXXXXXXXXXX2986 Approval #: 06697G Transaction #: 430 AID: A0000000031010 Contactless AL: VISA CREDIT CHASE VISA		

TO REPORT AN ISSUE
Visit <https://emailus.usps.com>

All hazardous labels/markings on reused boxes MUST be completely removed/obliterated if they no longer match the contents.

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

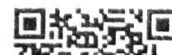
PREVIEW YOUR MAIL AND PACKAGES
Sign up for FREE at
<https://informedelivery.usps.com>

Looking for a new opportunity? Join a team that delivers! The Postal Service is actively hiring for full and part-time positions. To learn more visit us at www.usps.com/careers

All sales final on stamps and postage. Refunds for guaranteed services only. Thank you for your business.

Customer Service
1-800-ASK-USPS
(1-800-275-8777)
Agents do not have any additional information other than what is provided on USPS.com.

Tell us about your experience.
Go to: <https://postalexperience.com/Pos>
or scan this code with your mobile device,



2. APPROVAL OF COMMISSION MEETING MINUTES FOR THE MONTHS OF JUNE AND JULY 2026 ON FILE IN CITY CLERK'S OFFICE
-
- AGENDA MEETING, JUNE 2, 2026; ADMINISTRATIVE WORKSHOP, JUNE 2, 2026; ADMINISTRATIVE WORKSHOP, JUNE 9, 2026; REGULAR COMMISSION MEETING, JUNE 9, 2026; ADMINISTRATIVE WORKSHOP, JUNE 16, 2026; AGENDA MEETING, JUNE 23, 2026; ADMINISTRATIVE WORKSHOP, JUNE 23, 2026; REGULAR COMMISSION MEETING, JULY 1, 2026.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: NO. 2026-01

Date Submitted: 08/12/2026

Resolution:

Agenda Meeting Date: 08/18/2026

Motion:

Regular Meeting Date: 08/25/2026

Information Only
No Action Needed:

Submitted By: COMM. NEIDINGER

Written By:

Discussion:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2026-01 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 5.0%; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2026-01 ON FIRST READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR SEWAGE USAGE; TO INCREASE THE BASE MINIMUM MONTHLY SEWER RATES AND SEWER FLOW CHARGE RATE BY 5.0%; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission desires to gradually adjust rates to cover the cumulative effects of the increases in sewer processing rates and any new annual processing charges; and

WHEREAS, the City of St. Petersburg has proposed increasing processing fees by 4.89% for Fiscal Year 2027 from \$7,179 per million gallons (PMG) to \$7,530 PMG; and

WHEREAS, the City of South Pasadena's projected sewer processing volume for Fiscal Year 2027 is 152 million gallons or higher; and

WHEREAS, the St. Petersburg processing charges for 2027 will cost an estimated \$1,462,500 based on expected processing volumes of 152 million gallons; and

WHEREAS, no change in Sewer Fees for Fiscal Year 2026 would result in an estimated \$53,401 cash flow deficit; and

WHEREAS, the City Commission desires to have the Sewer Enterprise Fund at or near a breakeven cash flow; and

WHEREAS, The City Commission desires to recover the additional \$53,401 in additional costs, and

WHEREAS, a recommended 5.0% increase in variable and fixed charges is expected to generate \$1,950,000 in Sewer Fee Revenue resulting in no deficit; and

WHEREAS, in order to cover the increased sewer processing charges for Fiscal Year 2027, it is imperative that revenue from sewer fees be raised.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of South Pasadena, Florida as follows:

Section 1. FINDINGS AND USAGE RATE INCREASE. As a result of the findings of the City Commission set forth above, that effective November 1, 2026, the Base and Minimum monthly charge and Flow Charge rates for sewer service shall be increased by 5.0%. Subsection 169-22A of Appendix Chapter A198 of the Code of Ordinances, the schedule of base and flow rates for sewer service, is amended to read as follows:

Base and minimum monthly charge of:

Single family and multi-family units,
including mobile homes \$ 9.05 per unit

Commercial, institutional, public and all others
5/8" meter \$ 9.05
1" meter \$ 23.24
1 ½" meter \$ 52.31
2" meter \$ 92.95
3" meter \$ 209.14
4" meter \$ 371.81
6" meter \$ 836.52
8" meter \$1,487.13

In addition to the base rates set above, all accounts shall pay an additional flow charge of \$11.00 per 1,000 gallons, based on potable water use.

Section 2. EFFECTIVE DATE. The amended sewer usage rates established hereunder shall be utilized for the October 2026 meter readings to calculate billings beginning November 1, 2026.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED ON FIRST READING _____, 2026.

PASSED AND ADOPTED ON SECOND AND FINAL READING _____, 2026.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above ordinance in accordance with Chapter 166.041 of the Florida Statutes.

Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: NO. 2026-02

Date Submitted: 08/12/2026

Resolution:

Agenda Meeting Date: 08/18/2026

Motion:

Regular Meeting Date: 08/25/2026

Information Only
No Action Needed:

Submitted By: COMM. NEIDINGER

Discussion:

Written By: 

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2026-02 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$13.66 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$390.21 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2026-02 ON FIRST READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING APPENDIX CHAPTER A198 FEES OF THE CODE OF ORDINANCES RELATING TO RATES AND CHARGES FOR RECLAIMED WATER; TO INCREASE THE MINIMUM MONTHLY RECLAIMED WATER SERVICE CHARGE FOR SINGLE FAMILY RESIDENTIAL CUSTOMERS TO \$13.66 AND TO INCREASE COMMERCIAL AND MUNICIPAL USER SERVICE CHARGES TO \$390.21 PER PERVIOUS ACRE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of South Pasadena Reclaimed Water rates are currently \$11.88 monthly for residential customers and \$339.31 per pervious acre per month for commercial customers; and

WHEREAS, Pinellas County Utilities provides the reclaimed water used by the residents of South Pasadena; and

WHEREAS, Pinellas County Utilities has adopted wholesale reclaimed water rate increases from Fiscal Year 2025 through Fiscal Year 2027; and

WHEREAS, there is a 15.00% approved increase from \$760.43 to \$874.50 per million gallons (PMG) for the fiscal year ending in September 2027; and

WHEREAS, the projected increase in reclaimed water costs for Fiscal Year 2027 is approximately \$20,244 with a total cost of \$155,000 based on expected processing volumes of 177 million gallons; and

WHEREAS, a recommended 15.00% increase in Reclaimed Water Fees is expected to generate \$345,000 or an additional \$23,800 annually in Reclaimed Water Revenue; and

WHEREAS, the City Commission desires to cover increases in reclaimed water costs charged by the County and to maintain adequate reserves for capital improvements and replacements to the City reclaimed water system.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of South Pasadena, Florida as follows:

Section 1. FINDINGS AND MONTHLY RATE INCREASE. As a result of the findings of the City Commission set forth above, that effective November 1, 2026, the Base Reclaimed Water Rates shall be increased

by 15.00%. Subsection 192-20 of Appendix Chapter A198 of the Code of Ordinances, the schedule of rates for reclaimed water service, is amended to read as follows:

Water reclamation monthly service charges:

Single family\$ 13.66 per month

Multi-Family, Commercial, Municipal and all others

Multi-Family\$ 390.21 per pervious acre per month

Commercial\$ 390.21 per pervious acre per month

Municipal (Public).....\$ 390.21 per pervious acre per month

Section 2. EFFECTIVE DATE. The amended reclaimed water rates established hereunder shall be utilized for the October 2026 meter readings to calculate billings beginning November 1, 2026.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

PASSED ON FIRST READING _____, 2026.

PASSED AND ADOPTED ON SECOND AND FINAL READING _____, 2026.

THIS IS TO CERTIFY THAT I, the undersigned City Clerk did cause the noticing of the above

ordinance in accordance with
Chapter 166.041 of the Florida
Statutes.

Carley Lewis, City Clerk

THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY
ATTORNEY.

City Attorney

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance: NO. 2026-03

Date Submitted: 08/12/2026

Resolution:

Agenda Meeting Date: 08/18/2026

Motion:

Regular Meeting Date: 08/25/2026

Information Only
No Action Needed:

Submitted By: COMM. NEIDINGER

Discussion:

Written By:

Subject Title: (If Ordinance or Resolution, state number and title in full.)

ORDINANCE NO. 2026-03 - AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA, ADOPTING FISCAL YEAR 2026-2027 BUDGET; PROVIDING AN EFFECTIVE DATE.

Motion Proposed:

TO PASS ORDINANCE NO. 2026-03 ON FIRST READING

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE CITY OF SOUTH PASADENA, FLORIDA,
ADOPTING FISCAL YEAR 2026-2027 BUDGET; PROVIDING AN
EFFECTIVE DATE.

THE CITY OF SOUTH PASADENA DOES ORDAIN:

SECTION 1. The 2026-2027 Budget for the Fiscal Year beginning October 1, 2026 and ending September 30, 2027, establishing the following estimated revenues, estimated appropriations, and transfers:

	GENERAL FUND	CAPITAL IMPROVEMENT FUND	ENTERPRISE FUNDS
<u>ESTIMATED REVENUES:</u>			
AD VALOREM TAX	\$ 5,060,815	\$ -	\$ -
FRANCHISE TAXES	575,500	-	-
UTILITY TAXES	785,500	-	-
SALES & USE TAXES	65,000	780,000	-
LICENSES & PERMITS	837,750	-	-
INTERGOVERNMENTAL	2,258,910	500,000	-
USER FEES - CHARGES FOR SERVICE	-	-	2,295,000
FINES & FORFEITURES	2,800	-	-
INTEREST & MISCELLANEOUS	320,350	1,010,000	127,630
INTERFUND TRANSFERS IN	-	310,000	-
USE OF FUND BALANCE RESERVES	532,670	310,765	-
TOTAL REVENUES, TRANSFERS, & USE OF FUND BALANCE	\$ 10,439,295	\$ 2,910,765	\$ 2,422,630
<u>ESTIMATED APPROPRIATIONS:</u>			
GENERAL GOVERNMENT	1,907,815	8,000	-
PUBLIC SAFETY	6,782,840	939,765	-
PUBLIC WORKS & TRANSPORTATION	1,393,965	1,828,000	-
OTHER PHYSICAL ENVIRONMENT	-	85,000	2,422,630
HUMAN SERVICES	9,500	-	-
CULTURE & RECREATION	35,175	50,000	-
INTERFUND TRANSFERS OUT	310,000	-	-
CONTRIBUTION TO RESERVES	-	-	-
TOTAL APPROPRIATIONS, TRANSFERS, & CONTRIBUTIONS TO RESERVES	\$ 10,439,295	\$ 2,910,765	\$ 2,422,630

SECTION 2. This Ordinance shall take effect following public hearings on the budget on September 9, 2026 second reading of the Ordinance, and final adoption on September 16, 2026, at a Special Commission Meeting.

ATTEST:

Arthur Penny, Mayor

Carley Lewis, City Clerk

THIS IS TO CERTIFY that I, the undersigned Clerk, did cause the noticing of the above Ordinance in accordance with Chapters 166.041 and 200.065 of the Florida Statutes.

Carley Lewis, City Clerk

PASSED ON FIRST READING _____, 2026.

PASSED ON SECOND READING _____, 2026.
(First Public Hearing)

PASSED AND ADOPTED ON THIRD AND FINAL READING _____, 2026.
(Second Public Hearing)

Carley Lewis, City Clerk

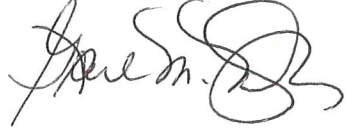
THIS ORDINANCE HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	Date Submitted:	08/12/2026
Resolution: NO. 2026-04	Agenda Meeting Date:	08/18/2026
Motion:	Regular Meeting Date:	08/25/2026
Information Only	Submitted By:	COMM. NEIDINGER
No Action Needed:	Written By:	
Discussion:		

Subject Title: (If Ordinance or Resolution, state number and title in full.)

RESOLUTION NO. 2026-04 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING THE SALARY PAY PLAN SET FORTH IN RESOLUTION NO. 2025-14 AND ADOPTING THE 2026-2027 STEP PAY PLAN FOR GENERAL EMPLOYEES AND APPROVING AMENDED JOB DESCRIPTIONS FOR THE CITY ADMINISTRATOR AND CITY CLERK POSITIONS; EFFECTIVE FOR THE PAYROLL INCLUDING OCTOBER 1, 2026.

Motion Proposed:

TO PASS RESOLUTION NO. 2026-04

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

RESOLUTION NO. 2026-04

A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, AMENDING THE SALARY PAY PLAN SET FORTH IN RESOLUTION NO. 2025-14 AND ADOPTING THE 2026-2027 STEP PAY PLAN FOR GENERAL EMPLOYEES AND APPROVING AMENDED JOB DESCRIPTIONS FOR THE CITY ADMINISTRATOR AND CITY CLERK POSITIONS; EFFECTIVE FOR THE PAYROLL INCLUDING OCTOBER 1, 2026.

WHEREAS, it has been five years since the City Commission adjusted the salary ranges in the City's Step Pay Plan to keep them commensurate with the average salaries being paid in similar jurisdictions, and

WHEREAS, the 2026 salary survey revealed discrepancies in salary ranges for certain positions, and

WHEREAS, the City Commission has decided to adjust the salaries ranges for those positions that were shown by the salary survey to be out of line with comparable positions at other municipalities, and

WHEREAS, during the annual budget development process, the City Commission discussed the state of the economy, rising costs, and providing cost-of-living (COLA) increases for non-bargaining ("general") employees, and

WHEREAS, based on examinations and discussion of the City's financials and consumer price indices, the Commission has decided to approve a 4% COLA for general employees for Fiscal Year 2027, and

WHEREAS, the roles of City Administrator and City Clerk are currently being performed by one employee and the 2026 Charter Review Committee recommended that the duties of the City Administrator and City Clerk positions should be performed by separate employees to meet the changing needs of the City, and

WHEREAS, the City Commission has agreed to separate the performance of the City Administrator and City Clerk positions and to amend their respective job descriptions accordingly.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of South Pasadena, Florida, as follows:

1. The 2026-2027 Step Pay Plan attached hereto as Exhibit A is recognized as the approved Step Pay Plan for general employees beginning the first day of the pay period that includes October 1, 2026.
2. The City Administrator and City Clerk job descriptions attached hereto as Exhibit B and Exhibit C are approved.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2026.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

THIS RESOLUTION HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE CITY ATTORNEY.

City Attorney

CITY OF SOUTH PASADENA

FY 2026 - 2027

Resolution No. 2026-04 Exhibit A

12 STEP PAY PLAN - GENERAL EMPLOYEES - 4% INCREASE OVER PRIOR YEAR

Hourly Rate	Annual Rate
-------------	-------------

JOB TITLE	START	1	2	3	4	5	6	7	8	9	10	11	12
MUNICIPAL MAINTENANCE I / OFFICE ASSISTANT - CID (TEMP)	23.74	24.42	25.11	25.83	26.56	27.32	28.10	28.90	29.72	30.56	31.43	32.33	33.25
	43,213	44,443	45,707	47,008	48,346	49,722	51,137	52,592	54,088	55,628	57,211	58,839	60,513
MUNICIPAL MAINTENANCE II	26.07	26.91	27.78	28.68	29.61	30.56	31.55	32.57	33.62	34.70	35.82	36.98	38.17
	47,453	48,984	50,565	52,197	53,882	55,621	57,416	59,269	61,182	63,157	65,196	67,300	69,472
ADMINISTRATIVE ASSISTANT	27.73	28.63	29.55	30.51	31.50	32.52	33.58	34.67	35.79	36.95	38.15	39.39	40.66
	50,462	52,098	53,788	55,532	57,333	59,192	61,111	63,093	65,139	67,251	69,432	71,683	74,008
PERMIT TECH & ADMIN ASST / HORTICULTURIST / IT SPECIALIST	29.07	29.93	30.82	31.73	32.67	33.64	34.63	35.66	36.72	37.81	38.93	40.08	41.27
	52,904	54,472	56,086	57,748	59,459	61,221	63,035	64,903	66,826	68,806	70,845	72,944	75,106
LICENSING OFFICIAL / PERMIT TECH / PRE-2010 ADMINISTRATIVE ASSISTANT	30.42	31.29	32.18	33.09	34.03	35.00	36.00	37.02	38.08	39.16	40.27	41.42	42.60
	55,364	56,940	58,560	60,226	61,940	63,703	65,516	67,380	69,298	71,270	73,298	75,384	77,529
SUPERVISOR OF MAINTENANCE & HORTICULTURE / ACCOUNTING SPECIALIST / MARKETING COORDINATOR	31.72	32.81	33.94	35.11	36.31	37.56	38.85	40.19	41.57	43.00	44.48	46.01	47.59
	57,730	59,715	61,768	63,892	66,089	68,362	70,713	73,144	75,659	78,261	80,952	83,736	86,615
BUSINESS TAX OFFICIAL & BUILDING SERVICES COORDINATOR	31.72	32.93	34.19	35.49	36.85	38.25	39.71	41.23	42.80	44.43	46.13	47.89	49.71
	57,730	59,933	62,220	64,594	67,059	69,617	72,273	75,031	77,894	80,866	83,951	87,155	90,480
BUILDING & CODE INSPECTOR / CITY PLANNER	38.81	39.92	41.05	42.22	43.42	44.66	45.93	47.24	48.58	49.96	51.38	52.85	54.35
	70,639	72,649	74,716	76,843	79,029	81,278	83,591	85,970	88,416	90,932	93,520	96,181	98,918
ASSISTANT PW DIRECTOR / DEPUTY CLERK / ASSISTANT FINANCE DIRECTOR	38.28	39.47	40.70	41.96	43.26	44.60	45.99	47.42	48.89	50.40	51.97	53.58	55.25
	69,674	71,837	74,066	76,365	78,735	81,179	83,699	86,296	88,975	91,736	94,584	97,519	100,546
CITY CLERK	55.24	57.11	59.04	61.03	63.09	65.22	67.42	69.70	72.05	74.48	77.00	79.60	82.29
	100,546	103,940	107,449	111,076	114,826	118,702	122,710	126,852	131,135	135,562	140,138	144,869	149,760
DEPUTY FIRE CHIEF	47.00	48.87	50.81	52.82	54.92	57.10	59.37	61.73	64.18	66.73	69.38	72.14	75.00
	97,760	101,642	105,679	109,876	114,239	118,776	123,493	128,397	133,497	138,798	144,310	150,041	156,000
FINANCE DIRECTOR / PUBLIC WORKS DIRECTOR / CID DIRECTOR	59.43	61.91	64.50	67.20	70.01	72.93	75.98	79.16	82.47	85.91	89.50	93.25	97.14
	108,160	112,681	117,391	122,298	127,411	132,736	138,285	144,065	150,087	156,361	162,897	169,706	176,800
DIRECTOR OF PUBLIC SAFETY / FIRE CHIEF	52.50	54.70	57.00	59.39	61.89	64.49	67.19	70.01	72.95	76.02	79.21	82.53	86.00
	109,200	113,785	118,562	123,540	128,727	134,131	139,763	145,631	151,745	158,116	164,755	171,672	178,880
CITY ADMINISTRATOR	80.00	82.41	84.90	87.46	90.10	92.82	95.62	98.50	101.47	104.54	107.69	110.94	114.29
	145,600	149,993	154,518	159,179	163,982	168,929	174,025	179,275	184,684	190,256	195,996	201,909	208,000

TITLE: CITY ADMINISTRATOR

MAJOR FUNCTION

This is administrative work of a highly responsible nature assisting the Mayor and Commissioners with the legislative and administrative functions of the City. Serves as liaison between elected officials and department heads to ensure effective and efficient operations in the pursuit of established goals and expectations. Represents the City of South Pasadena with external stakeholders including outside government agencies and officials, business partners, residents, and members of the public.

Work is carried out in accordance with established policies as determined by the City Commission.

PERFORMANCE RESPONSIBILITIES

Assists the Mayor, Commissioners, and City Attorney in the areas of strategic planning, project scheduling, budgeting, City activities, and drafting of legislation and policies.

Attends City meetings and events as appropriate including but not limited to meetings of the City Commission, boards and committees, project coordination, and recreational/educational events.

Represents the City to outside agencies and cultivates relationships to promote the interests and welfare of the City, including travel and public speaking as needed.

Assists the Commission and department heads in overseeing all full-time, part-time, and contracted employees of the City with the exception of the City Attorney.

Serves as the Chairperson of the department head team. Assigns and coordinates projects and responsibilities to appropriate department heads and reports such assignments to the Commission.

Acts as Personnel Coordinator. Oversees Citywide staffing and assists department heads with human resources functions including hiring, firing, promotions, and the administration of discipline, coordinating with the City Attorney as needed.

Conducts performance evaluations for department heads on behalf of respective Commissioners.

Conducts presentations to the City Commission on various projects and initiatives as needed.

Oversees the Administration Department and the general administrative functions of the City.

Develops, implements, and monitors Citywide activities and operations to promote uniform application of policies.

Administers rules and regulations governing City operations. Interprets, analyzes, and implements procedures and programs to applicable City staff.

Confers with residents, businesses, and outside agencies having related to the interests of the City.

Guides department heads in developing operating policies and procedures for City functions and personnel, including recommending appropriate service and staffing levels while allocating resources to ensure consistency and facilitate collaboration between departments.

Reports for duty in the event of a natural disaster.

Performs job related work as required.

QUALIFICATIONS

Knowledge, Abilities and Skills: Thorough knowledge of public sector operations and management practices. Understanding of regulatory environment governing municipalities in Florida. Ability to work with elected officials, City staff, and outside stakeholders in a professional and effective manner. Strong communication, analytical, and problem-solving skills. Ability to prioritize and implement a wide range of projects and initiatives. Experience with public sector budgets and municipal financials. Knowledge and experience related to hurricane response and FEMA processes preferred.

Training and Experience: Graduation from an accredited university with a major in public administration or business administration or equivalent of education, training and experience which provides the required knowledge, skills and abilities. Master's degree preferred. Demonstrated administrative public sector experience, including significant experience in a supervisory capacity. SHRM certification preferred.

TITLE: CITY CLERK

MAJOR FUNCTION

This is administrative work of a highly responsible nature assisting the City Commission and Department Heads with the legislative and administrative functions of the City. Duties include organizing and providing administrative support to applicable meetings, recording City actions, and maintaining the records of the City. Position administers City elections and serves as the Custodian of Public Records for the City.

Work is carried out in accordance with established policies as determined by the City Commission.

PERFORMANCE RESPONSIBILITIES

Performs administrative duties to facilitate legislative processes. Schedules and attends City Commission meetings, records votes and actions, publishes legal notices, prepares and distributes agenda packets, and prepares meeting minutes.

Serves as the Custodian of Public Records. Oversees records management, coordinates with all departments for records disposition processes, and addresses public records requests.

Coordinates and supervises local elections including overseeing candidate qualifying, preparing ballot language, publishing legal advertising, and partnering with outside agencies as appropriate.

Oversees and facilitates legal advertising in coordination with all departments. Ensures that meetings and processes are properly noticed and posted.

Provides support to various boards and committees as needed.

Maintains record of City actions including ordinances, resolutions, minutes, and contracts.

Conducts research and presents findings including presentations made at public meetings.

Maintains the City Code and manages the codification process.

Provides clerical support to the City Commission and to the Department Heads when appropriate.

Conducts bid openings in coordination with the Finance Department.

Maintains personnel records and facilitates employee benefits enrollments and terminations.

Interacts with the general public and provides customer service support to external stakeholders.

Supervises the Deputy City Clerk and the general customer service provided at City Hall.

Assists in the management of the City website and social media content.

Serves as a Notary Public for internal processes and members of public in accordance with City policies.

Performs all of the duties of City Clerk as specified in the City Charter and the laws of the State of Florida.

Reports for duty in the event of a natural disaster as needed.

Performs job related work as required.

QUALIFICATIONS

Knowledge, Abilities and Skills: Thorough knowledge of municipal management practices and City Clerk duties including public records, meeting procedures, ordinances, resolutions, and legal advertising. Ability to work professionally with elected officials, staff, and members of the public to facilitate the effective performance of vital government functions. Strong attention to detail and demonstrated ability to work within strict deadlines. Ability to conduct research and present findings in a clear and professional manner.

Training and Experience: Graduation from an accredited university with a major in public administration or business administration and 3 years related municipal experience or equivalent combination of education, training and experience which provides the required knowledge, skills and abilities. Demonstrated municipal administrative experience, including in a supervisory capacity. Certified Municipal Clerk designation from the International Institute of Municipal Clerks.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	Date Submitted:	08/12/2026
Resolution: NO. 2026-05	Agenda Meeting Date:	08/18/2026
Motion:	Regular Meeting Date:	08/25/2026
Information Only	Submitted By:	COMM. THOMPSON
No Action Needed:	Written By:	
Discussion:		

Subject Title: (If Ordinance or Resolution, state number and title in full.)

RESOLUTION NO. 2026-05 - A RESOLUTION OF THE CITY OF SOUTH PASADENA, FLORIDA, APPOINTING THE SHERIFF OF PINELLAS COUNTY AS THE POLICE DEPARTMENT OF THE CITY FOR THE PERIOD OCTOBER 1, 2026 THROUGH SEPTEMBER 30, 2027.

Motion Proposed:

TO PASS RESOLUTION NO. 2026-05

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

RESOLUTION NO. 2026-05

A RESOLUTION OF THE CITY OF SOUTH PASADENA,
FLORIDA, APPOINTING THE SHERIFF OF PINELLAS
COUNTY AS THE POLICE DEPARTMENT OF THE CITY
FOR THE PERIOD OCTOBER 1, 2026 THROUGH
SEPTEMBER 30, 2027.

WHEREAS, the Sheriff of Pinellas County has historically
provided satisfactory police service to the City of South Pasadena;
and

WHEREAS, the proposed contract provides that the City will, by
appropriate Resolution, appoint the Sheriff as the Police
Department of the City for the term of the contract.

NOW, THEREFORE, BY RESOLUTION HEREOF, the City Commission of
the City of South Pasadena hereby declares that the Sheriff of
Pinellas County is appointed as the Police Department of the City
and shall perform the duties and functions and shall have the power
and authority thereof for the fiscal year beginning October 1, 2026
and ending September 30, 2027. The Mayor is hereby directed to
execute the contract which is attached hereto marked Exhibit "A".

PASSED AND ADOPTED THIS _____ DAY OF _____ 2026.

Arthur Penny, Mayor

ATTEST:

Carley Lewis, City Clerk

THIS RESOLUTION HAS BEEN APPROVED AS TO FORM AND CONTENT BY THE
CITY ATTORNEY.

City Attorney

CONTRACT FOR LAW ENFORCEMENT SERVICES

THIS AGREEMENT is made and entered into by and between the CITY OF SOUTH PASADENA, FLORIDA (hereinafter "CITY") and BOB GUALTIERI, as Sheriff, Pinellas County, Florida (hereinafter "SHERIFF").

WITNESSETH:

WHEREAS, the CITY is a municipality within the boundaries of Pinellas County, Florida; and

WHEREAS, the CITY has requested that the SHERIFF furnish law enforcement protection to its inhabitants and citizens; and

WHEREAS, the CITY desires that the SHERIFF furnish law enforcement protection on a full-time basis and do and perform any and all necessary and appropriate functions, actions, and responsibilities of a law enforcement force for the CITY; and

WHEREAS, the City Commission of the CITY has determined that the most efficient way to fulfill its responsibility of providing law enforcement protection for the year beginning October 1, 2026, and ending September 30, 2027, is by contracting with the Pinellas County Sheriff; and

WHEREAS, the SHERIFF has indicated his desire and willingness to accept and fulfill the responsibilities herein before mentioned;

NOW, THEREFORE, in consideration of the mutual promises contained herein and given by each party to the other, the parties hereto do covenant and agree as follows:

1. By appropriate Resolution, the City Council of the CITY shall declare that the SHERIFF shall perform the duties and functions and shall have the power and authority of a Police Department of the CITY during the contract period.

2. The SHERIFF shall, to the extent feasible, coordinate law enforcement functions with the CITY's Department of Public Safety. A representative from the Pinellas County Sheriff's Office will attend regular City Council meetings.

3. The SHERIFF hereby agrees to provide all necessary and appropriate law enforcement services in and for the CITY by providing two (2) deputies with patrol automobiles for twenty-four (24) consecutive hours each day to serve as law enforcement officers of the CITY. Said deputies shall be provided to the CITY on the basis of two (2) deputies per shift twenty-four (24) hours per day, seven (7) days per week.

The deputies assigned to the CITY are authorized to patrol and respond to calls for service in the unincorporated area adjacent to the CITY. In exchange, the CITY will receive a credit as set out in the attached work sheet to the yearly cost of service.

The SHERIFF shall make all services of the Sheriff's Office available to the CITY which includes, but is not limited to, routine marine patrol of City waters, K-9, helicopter patrol and crime watch assistance. Through directed patrol efforts, the SHERIFF will conduct periodic speed monitoring of South Pasadena's vehicle traffic as needed. Any specific problems with marine infractions that are reported to the Pinellas County Sheriff's Office will be handled as a law enforcement complaint.

4. In addition to the services described above in Paragraph 3, the SHERIFF will also provide (1) part-time Community Policing Deputy/Code Enforcement, who shall be provided on an as-needed basis. The specific hours of work of this community policing deputy shall be determined by his or her supervisor after consultation with the CITY. The community policing deputy will investigate and take enforcement actions for violations of the CITY'S Code of Ordinances, will track and prepare statistical reports for the CITY concerning the numbers and

types of violations issued on a monthly basis, and interact with both citizens and businesses to address and resolve code violation related issues. The community policing deputy will in conjunction with the CITY'S attorney, prepare and present code violations cases before the CITY'S Magistrate as necessary, and in conjunction with the CITY'S administrative/clerical staff, prepare citations, send notices of violations and appeal hearings and perform other related administrative tasks. The CITY agrees it will provide at its expense the necessary code enforcement training, the assistance of the CITY'S administrative and clerical staff for performing research, preparing and sending out notices and correspondence, and other like administrative and clerical tasks, and the appropriate office space and equipment needed for the performance of the community policing deputy's administrative duties.

5. The SHERIFF shall discharge his responsibility under this Agreement by the enforcement of all state laws, county ordinances applicable within the CITY, and ordinances of the CITY. The SHERIFF shall bring appropriate charges for violations of all laws and ordinances.

6. It is understood and agreed that all fines and forfeitures rendered in any court as a result of charges made by the SHERIFF shall be distributed according to general law and the rules of the court.

7. The SHERIFF shall maintain Uniform Crime Reporting records regarding crimes committed within the CITY. These records shall include the number and type of crimes committed, the number of arrests made for each type of crime, and any other information as required by law. A computer printout reflecting this information shall be furnished to the CITY each month.

8. The SHERIFF shall provide each deputy who provides services under this Agreement with a patrol automobile and all other necessary or appropriate equipment. Deputies providing services under this Agreement shall operate out of the Sheriff's Administration Building or North District Station. The cost of operating and maintaining these facilities and the cost of purchasing, maintaining and repairing equipment used under this Agreement shall be borne by the SHERIFF.

9. The SHERIFF shall be responsible for the appointment, training, assignment, discipline and dismissal of all his law enforcement personnel performing services under this Agreement. Lawsuits and claims that may be filed from time to time hereunder shall be handled by the SHERIFF in accordance with normal procedures. The SHERIFF shall defend such lawsuits and claims and pay judgments or settlements in accordance with law. The SHERIFF is in compliance with Florida Statute §448.095 which references the use of E-Verify.

10. The parties to this Agreement are represented by the following attorneys:

- a. SHERIFF OF PINELLAS COUNTY:
Office of General Counsel
P. O. Drawer 2500
Largo, FL 33779-2500
- b. CITY OF SOUTH PASADENA:
City Attorney, City Hall
7047 Sunset Drive South
South Pasadena, FL 33707-2895

11. This Agreement shall take effect on October 1, 2026, and continue in effect thereafter through September 30, 2027, unless hereafter extended upon such terms and conditions as the parties hereto may later agree, or terminated by any party upon ninety (90) days' notice in writing to the other parties.

The parties agree that where the Agreement is not terminated as provided for herein,

the terms of this Agreement shall automatically continue for 120 days beyond September 30, 2027, in the event a replacement contract has not yet been completely executed. The CITY shall continue to pay to the SHERIFF on a monthly basis the amount due per this Agreement, until such time as a replacement contract has been approved. The parties further agree that an increase, if any, in the cost of service, shall be retroactively applied for services rendered from October 1, 2027, to the approval and execution of the replacement contract, and shall be paid by the CITY to the SHERIFF immediately for the services already provided.

12. With the exception of the service provided by the Community Policing Deputy/Code Enforcement, the CITY shall pay to the SHERIFF as payment in full for all of the services herein agreed to be performed by the SHERIFF, the sum of ONE MILLION TWO HUNDRED TWENTY THOUSAND FIFTY-TWO DOLLARS AND NO CENTS (\$1,220,052.00). Payment shall be made in twelve monthly installments of ONE HUNDRED ONE THOUSAND SIX HUNDRED SEVENTY-ONE DOLLARS AND NO CENTS (\$101,671.00). Payment shall be made on the first day of each month beginning on the 1st day of October 2026. (See Attachment 1.) The SHERIFF shall invoice the CITY monthly for the services of the Community Policing Deputy/Code Enforcement based upon the actual number of hours worked at a rate of SIXTY-SEVEN DOLLARS AND FIFTY-FIVE CENTS (\$67.55) per hour, which shall be due upon receipt. The annual sum referenced above and the monthly amount for code enforcement services represent one hundred percent (100%) of the total cost of the contract with the CITY OF SOUTH PASADENA. (See Attachment 1.)

13. In no event shall this Agreement confer upon any third person, corporation or entity other than the parties hereto any right or cause of action or damages claimed against

either of the parties to this Agreement arising from the performance of the obligation and responsibilities of the parties herein or for any other reason.

14. This Agreement reflects the full and complete understanding of the parties to it and may be modified or amended only by a document in writing executed by the parties hereto and executed with the same formality of this Agreement.

Remainder of the page intentionally left blank.

IN WITNESS WHEREOF, the parties to this Agreement have caused the same to be signed by their duly authorized representatives this ____ day _____ 2026.

ATTEST:

CITY OF SOUTH PASADENA

CITY CLERK

MAYOR

APPROVED AS TO FORM:

(CITY SEAL)

CITY ATTORNEY

SHERIFF, PINELLAS COUNTY, FLORIDA

BOB GUALTIERI, SHERIFF

Attachment 1

**City of South Pasadena
Cost of Law Enforcement Services
Worksheet - FY 27**

[illegible]

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	Date Submitted:	08/12/2026
Resolution:	Agenda Meeting Date:	08/18/2026
Motion: X	Regular Meeting Date:	08/25/2026
Information Only	Submitted By:	COMMISSIONER MCALEES
No Action Needed:	Written By:	
Discussion:		

Subject Title: (If Ordinance or Resolution, state number and title in full.)

APPROVE INTERLOCAL AGREEMENT

Motion Proposed:

TO APPROVE INTERLOCAL AGREEMENT WITH FORWARD PINELLAS FOR PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK AS AMENDED.

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.

INTERLOCAL AGREEMENT
FOR
PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK
WITH THE
CITY OF SOUTH PASADENA

THIS INTERLOCAL AGREEMENT FOR PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK, hereinafter referred to as “Agreement”, is made and entered into this _____ day of _____, 20____, by and between FORWARD PINELLAS, in its role as the Pinellas Planning Council and the Pinellas County Metropolitan Planning Organization (hereinafter referred to as “Forward Pinellas,”) and the CITY OF SOUTH PASADENA (hereinafter referred to as the “Local Government”), individually known as a “Party” and collectively known as the “Parties.”

WHEREAS, Forward Pinellas and the Local Government entered into an interlocal agreement to provide planning and mapping services on October 1, 2018 and subsequently amended the agreement to extend the term for an additional four (4) years; and

WHEREAS, the current interlocal agreement between the Parties expires on September 30, 2026; and

WHEREAS, Forward Pinellas desires to continue to provide planning and mapping services and/or special project work to the Local Government on an as needed and as available basis; and

WHEREAS, the Local Government desires to have the option to engage Forward Pinellas staff to provide planning and mapping services and/or special project work; and

WHEREAS, related planning and mapping services and/or special project work can be provided in support of the Countywide Plan as may be requested by the Local Government; and

WHEREAS, Forward Pinellas can provide the Local Government additional planning and mapping services and/or special project work through its agreement with the Pinellas County Enterprise Geographic Information Systems (GIS); and

WHEREAS, due to the expiration date of the previous agreement and desire to clarify the Parties and scope of work, it is necessary to replace the previous agreement; and

WHEREAS, Forward Pinellas and the Local Government desire to cooperate in the provision of said planning and mapping services and/or special project work to maximize efficiency and minimize cost and ensure the maximum degree of coordination and accuracy.

NOW THEREFORE, in consideration of the covenants made by each Party to the other and of the advantages to be realized by this Agreement, Forward Pinellas and the Local Government agree as follows:

Section 1. Authority

This Agreement is entered into pursuant to the general authority of Section 163.01, Florida Statutes, relating to interlocal agreements and the specific authority of Sections 6(3) and 6(6) of Chapter 2012-245, Laws of Florida, as amended.

Section 2. Term

The term of this Agreement shall be from October 1, 2026 through September 30, 2030; which term may be renewed by mutual written agreement, signed by both Parties, for one additional four-year period through September 30, 2034, unless terminated as provided for elsewhere in this Agreement.

Section 3. Scope of Services

- A. The Scope of Services is provided in Exhibit A attached hereto and hereby made a part of this Agreement.
- B. Any assistance provided or project undertaken as provided for in the Scope of Services may, upon mutual agreement of Forward Pinellas staff and the Local Government, be more specifically detailed as to methodology, schedule, work product, and cost in a memorandum of understanding executed consistent with and pursuant to this Agreement.
- C. Responsibility for the correctness of information provided to Forward Pinellas for use in rendering planning and mapping services and/or special project work under this Agreement, and any liability related thereto, lies with the Local Government.
- D. All requests for planning and mapping services and/or special project work to be provided under this Agreement shall be in writing by an authorized representative of the Local Government.
- E. Forward Pinellas reserves the right to accept or reject and to schedule all requests for planning and mapping services and/or special project work based on the ability of the Forward Pinellas staff to produce the requested planning and mapping and/or special project product(s) pursuant to the required timetable there for.

Section 4. Charges

- A. Payment and charges for services rendered under this Agreement shall be as provided for in Exhibit B, Payment and Rate Charge Schedule, attached hereto and hereby made a part of this Agreement.
- B. Ongoing planning and mapping services and/or special project work will be charged as a lump sum or on a time and material basis as mutually agreed by the Local Government and Forward Pinellas staff in accordance with the terms of this Agreement.
- C. The Local Government agrees to make payment to Forward Pinellas for all properly invoiced requisitions as set forth in Exhibit B, within forty-five days of submission.
- D. The fee schedule may be revised by mutual written consent, signed by both Parties, and included as an addendum to this Agreement.

Section 5. Use of Product

- A. The Local Government shall have the exclusive control of the public distribution of all information produced by Forward Pinellas prior to its adoption. Forward Pinellas shall not voluntarily distribute information prior to its adoption by the Local Government without prior approval.
- B. Forward Pinellas has the right to use any information produced under this Agreement for similar purposes upon removing all reference to the Local Government.
- C. The Local Government shall have the exclusive control of the public distribution of mapped information provided under this Agreement.
- D. Nothing contained in this Agreement shall prohibit either Party hereto from complying with a public records request submitted pursuant to Chapter 119, Florida Statutes.
- E. Forward Pinellas shall retain all rights to the original data as compiled for and used in the production of the Countywide Plan Map from which the Local Government map is produced.

Section 6. Accounting and Records

- A. Forward Pinellas shall establish an accounting process to identify the costs and revenues associated with the Agreement. All accounting documentation shall be available for inspection, upon request, by the Local Government at any time during the period of this Agreement and for a minimum of three years after payment is made, or the requisite statutory record retention period, whichever is longer.

- B. All charged costs shall be supported by the properly executed payroll, time records, invoices, contracts or vouchers, evidencing in proper detail the nature and propriety of the charges.

Section 7. Notice

Notice by either Party to the other pursuant to this Agreement shall be given in writing and hand delivered or mailed as follows:

Forward Pinellas: Forward Pinellas
Attn: Whit Blanton, Executive Director
310 Court Street, 2nd Floor
Clearwater, FL 33756

Local Government: City of South Pasadena
7047 Sunset Drive South
South Pasadena, FL 33707

Section 8. Construction

This Agreement shall be construed as an expression of inter-agency cooperation enabling each Party to make the most efficient use of its powers in furtherance of the respective and common objectives. However, this Agreement shall not be construed as delegating or authorizing the delegation of the constitutional or statutory duties of either Party to the other.

Section 9. Termination

This Agreement may be terminated by either Party at any time by giving the other Party not less than thirty days' notice of such termination. In the event this termination provision is exercised by either Party, the Local Government shall remain liable to Forward Pinellas for charges incurred up to such termination.

Section 10. Filing; Effective Date

As required by Section 163.01(11), Florida Statutes, this Agreement shall be filed with the Clerk of the Circuit Court of Pinellas County, Florida, after execution by the Parties, and shall take effect upon such filing.

Section 11. Successor Agency

In the event Forward Pinellas is reconstituted as a new agency, merged with another agency, or its legal status is otherwise altered, this Agreement will be automatically assigned to any new agency that assumes the planning and mapping services and/or special project work currently performed by Forward Pinellas. This assignment shall be effective without the need for any further written agreement between the Parties. The Local Government shall retain the right to terminate this agreement in accordance with Section 9.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the dates referenced below.

FORWARD PINELLAS

Attest:

By: _____
Whit Blanton, FAICP
Executive Director

Date: _____

Witness: _____

Title: _____

Date: _____

LOCAL GOVERNMENT

Attest:

By: _____
Carley Lewis
City Clerk

Date: _____

Arthur Penny
Mayor

Date: _____

EXHIBIT A

SCOPE OF SERVICES

I. Ongoing Planning Services

- A. Forward Pinellas agrees to consider requests by the Local Government for ongoing planning services and to provide such services as Forward Pinellas staff time and schedule permit.
- B. Ongoing planning services may include, but are not limited to, review and interpretation of the comprehensive plan and land development regulations, comprehensive plan and land development regulation amendments, assistance with applications for development approval, traffic analysis, transportation planning, and data collection, as determined to be consistent with the mission and role of Forward Pinellas.

II. Mapping Services

- A. Forward Pinellas agrees to consider requests by the Local Government for mapping services and to provide such services as Forward Pinellas staff time and schedule permit.
- B. Mapping services may include, but are not limited to, provision of custom or standard printed or electronic map products, as determined to be consistent with the mission and role of Forward Pinellas.
- C. Forward Pinellas staff will serve as a liaison to the Pinellas County Enterprise Geographic Information Systems (EGIS) if such additional mapping services are required.

III. Special Planning Projects

- A. Forward Pinellas agrees to consider requests by the Local Government for assistance with special planning projects and to provide such assistance as Forward Pinellas staff time and schedule permit.
- B. Special planning projects may include, but are not limited to, plan or land development regulation assessments, neighborhood or special area plan development, special transportation and/or planning studies and such other special projects as may be related to or in furtherance of the comprehensive and/or transportation planning process, including customary ancillary and support activities needed to conduct such projects, as determined to be consistent with the mission and role of Forward Pinellas.

EXHIBIT B

PAYMENT AND RATE CHARGE SCHEDULE

I. Ongoing Planning and Mapping Services

Forward Pinellas shall requisition by invoice for ongoing planning and mapping services on a time and materials basis as follows:

A. Materials - at the cost to Forward Pinellas

B. Time - based on the following loaded hourly rates:

1.	Executive Director	\$158.00/hour
2.	Planning Manager	\$98.00/hour
4.	Principal Planner	\$68.00/hour
5.	Planner/Analyst	\$51.00/hour
8.	Communications Specialist	\$55.00/hour
9.	Administrative Support	\$36.00/hour

C. Forward Pinellas shall provide the Local Government, upon request, a price quote based on the product(s) ordered in each request for services. There is no charge for current Geographic Information System (GIS) shapefiles distributed via email.

II. Special Planning Projects

Forward Pinellas shall requisition by invoice for special planning projects in the amount and according to a schedule agreed upon in advance between the Local Government and Forward Pinellas staff for each such special project.

CITY OF SOUTH PASADENA



AGENDA SUBMITTAL FORM

Ordinance:	Date Submitted:	08/12/2026
Resolution:	Agenda Meeting Date:	08/18/2026
Motion: X	Regular Meeting Date:	08/25/2026
Information Only	Submitted By:	MAYOR PENNY
No Action Needed:	Written By:	
Discussion:		

Subject Title: (If Ordinance or Resolution, state number and title in full.)

TO APPOINT REPRESENTATIVE ON THE PSTA BOARD OF DIRECTORS

Motion Proposed:

TO APPOINT VICE MAYOR THOMAS REID AS THE CITY'S REPRESENTATIVE ON THE PSTA BOARD OF DIRECTORS.

SUBMIT ORIGINAL TO CITY CLERK FOR INCLUSION ON AGENDA BY WEDNESDAY.