



MINUTES

BOARD OF COMMISSIONERS REGULAR MEETING NOVEMBER 12, 2025 6:00 P.M.

The City of Madeira Beach Board of Commissioners held a regular meeting at 6:00 p.m. on November 12, 2025, in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

MEMBERS PRESENT: Anne-Marie Brooks, Mayor
Ray Kerr, Vice Mayor/Commissioner District 2
David Tagliarini, Commissioner District 1
Eddie McGeehen, Commissioner District 3
Housh Ghovae, Commissioner District 4

MEMBERS ABSENT: None

CHARTER OFFICERS PRESENT: Clint Belk, Acting City Manager
Clara VanBlargan, City Clerk
Andrew Laflin, Finance Director Consultant
Thomas Trask, City Attorney

1. CALL TO ORDER

Mayor Brooks called the meeting to order at 6:33 p.m.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

City Attorney Tom Trask gave the Invocation and led the Pledge of Allegiance.

3. ROLL CALL

City Clerk Clara VanBlargan called the roll. All were present.

4. APPROVAL OF THE AGENDA

Finance Director Consultant Andrew Laflin requested that Agenda Item 13.C. Resolution 2025-13, Emergency Bridge Loan, be pulled from the agenda.

The Acting City Manager said that they can also pull Agenda Item 11. D. Human Resources Director Position and 11. E. Communications Manager Position.

Commissioner Tagliarini motioned to approve the Agenda, excluding Agenda Item 11. D., 11. E., and 13. C. Commissioner McGeehen seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"YES"
Commissioner Ghovae	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

5. PROCLAMATIONS

There were no Proclamations.

6. PRESENTATIONS

A. Recognition: Water Rescue Incident

Deputy Fire Chief John Mortellite acknowledged and praised the exceptional actions of the Marine 25 and Medic 25 crews during a recent water emergency west of Johns Pass. Their swift and coordinated efforts directly resulted in the rescue and medical treatment of three individuals, including two critically injured pediatric patients.

Marine 25:

Lt. George Hill
DE Erick Ubiles
FF/PM Joey Calderaro

Medic 25:

FF/PM Johana Whitfield
FF/PM Kavaris Service

Acting City Manager Clint Belk acknowledged Deputy Chief John Mortellite for his role on the call.

Following the presentation, the meeting recessed at 6:40 p.m. and reconvened at 6:55 p.m.

7. PUBLIC COMMENT

There were no public comments.

8. APPROVAL OF MINUTES

- A. 2025-09-24, BOC Regular Workshop Meeting Minutes**
- B. 2025-10-01, BOC Regular Meeting Minutes**
- C. 2025-10-22, BOC Regular Workshop Meeting Minutes**

Vice Mayor Kerr motioned to approve the meeting minutes as written. Commissioner Tagliarini seconded the motion.

ROLL CALL:

Vice Mayor Kerr	"YES"
Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Commissioner Ghovae	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

9. CONSENT AGENDA

- A. Approval of 2025 Emergency Medical Services ALS First Responder Agreement, Amendment 1**
- B. Recreation Management Software Agreement – Rec Technologies**
- C. Amendment to the Interlocal Agreement with Pinellas County for Water Quality Monitoring**
- D. FY26 Park Street Lease Approval**
- E. Kimley-Horn Letter of Agreement Impact Fee Ordinance**

Mayor Brooks read the Consent Agenda Items.

Mayor Brooks opened to public comment. There were no public comments.

Commissioner Ghovae motioned to approve the Consent Agenda, as written. Commissioner Tagliarini seconded the motion.

ROLL CALL:

Commissioner Ghovae	"YES"
Commissioner Tagliarini	"YES"
Vice Mayor Kerr	"YES"
Commissioner McGeehen	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

10. PUBLIC HEARINGS

A. Ordinance 2025-18, Amendment to Fees and Collection Procedures Manual – 2nd Reading and Public Hearing

City Attorney Tom Trask read Ordinance 2025-18 by title only:

ORDINANCE 2025-18

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, ADOPTING A REVISED APPENDIX A. – FEES AND COLLECTION PROCEDURES MANUAL OF THE CODE OF ORDINANCES OF THE CITY OF MADEIRA BEACH, FLORIDA, TO PROVIDE FOR A CHANGE TO THE BUILDING PERMIT FEE WAIVER DATE; REPEALING ORDINANCE 2025-13; PROVIDING FOR CONFLICT, PROVIDING FOR CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The City Attorney explained that the only change in the fee manual is the date (building permit fee waiver date), which is being changed from September 26, 2025, to March 26, 2026.

Mayor Brooks opened to public comment. There were no public comments.

Commissioner Tagliarini motioned to adopt Ordinance 2025-18, an Amendment to the Fees and Collection Procedures Manual, after second reading and a public hearing. Commissioner Ghovae seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Commissioner Ghovae	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

B. Ordinance 2025-19, C-3 Zoning District Setbacks – 1st Reading and Public Hearing

City Attorney Tom Trask read Ordinance 2025-19 by title only:

ORDINANCE 2025-19

AN ORDINANCE OF THE CITY OF MADEIRA BEACH FLORIDA, AMENDING CHAPTER 110 (ZONING) ARTICLE V. – DISTRICTS, DIVISION 7. - C-3, RETAIL COMMERCIAL, SECTION 110-321. - SETBACK REQUIREMENTS, OF THE CITY'S LAND DEVELOPMENT

**REGULATIONS TO REDUCE THE FRONT AND SIDE SETBACKS;
PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY;
PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN
EFFECTIVE DATE.**

Long Range Planner Andrew Morris presented a proposed text amendment modifying setback requirements within the C-3 Retail Commercial zoning district. The amendment reduces front yard setbacks from 25 feet to 10 feet and side yard setbacks from 10 feet to 5 feet for lots under 120 feet wide, applicable to multifamily, temporary lodging, and mixed-use developments. For larger lots, the minimum side setback remains unchanged, but the existing 33% side-yard proportional requirement would be eliminated. A 5-foot buffer setback along shared property lines between commercial and residential uses would remain in effect.

Mr. Morris stated that the proposal is consistent with the Madeira Beach Comprehensive Plan, Town Center Special Area Plan, and the draft Master Plan. The Planning Commission recommended only minor clarifying revisions, including confirming applicability to 120-foot-wide lots and incorporating existing corner-lot setback standards directly into the zoning code.

Questions from commissioners focused on impacts to adjacent residential properties, which staff clarified would remain protected through existing buffering requirements. Discussion also addressed the 18-foot rear setback for waterfront lots. Commissioner Ghavaee asked whether this could be reduced upon redesign of the seawall by a structural engineer. Director Forbes noted this concept exists elsewhere in the code and could be considered in the future, as part of a broader review of waterfront setbacks, but it was not part of the applicant's current request.

Additional discussion included the need to clarify visibility triangle requirements, view protection, and the potential for more comprehensive future updates to the C-3 and C-4 zoning districts.

Mayor Brooks opened to public comment. There were no public comments.

Vice Mayor Kerr motioned to approve Ordinance 2025-19, C-3 Zoning District Setbacks, after first reading and public hearing. Commissioner Tagliarini seconded the motion.

ROLL CALL:

Vice Mayor Kerr	"YES"
Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Commissioner Ghovae	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

**C. ABP 2025-05 Beach Bar, LLC – Special Food Service Establishment (4COP)
Alcoholic Beverage License with stated intent to sell beer, wine, and liquor for
consumption on the relocated premises of the Saltwater Hippie Beach Bar 15405**

Madeira Way, Madeira Beach, Florida, 33708

City Attorney Tom Trask said it was a quasi-judicial hearing and read the summary of the application:

Pursuant to Land Development Regulations Article VI, Division 6 – Alcoholic Beverages, the applicant for ABP 2025-04 is requesting authorization from the Board of Commissioners for the approval of a special food service establishment for COP alcoholic beverage license with the state intent to sell beer, wine and liquor for consumption on premises at the Saltwater Hippie Beach Bar located at 15405 Madeira Way in Madeira Beach.

Attorney Trask said the standards to be applied are set forth in Code Section 110-532, which reads that when considering the alcoholic beverage application, the Board of Commissioners should consider the following factors:

1. The extent to which the location and the extent to which the proposed alcoholic beverage request will adversely affect the character of the existing neighborhood.
2. The extent to which traffic generated as a result of the location of the proposed alcoholic beverage request will create congestion or present a safety hazard.
3. Whether or not the proposed use is compatible with the particular location for which it is proposed.
4. Whether or not the proposed use will adversely affect public safety.
5. No application for review under this section shall be considered until the applicant has paid in full any outstanding charges, fees, interest, fines or penalties owed by the applicant to the City under any section of the Code.

Attorney Trask said, pursuant to the Code Section 2-10, the burden of proof is as follows:

The applicant shall have the burden of proof at the hearing to show by the greater weight of the evidence that the application is consistent with the city's comprehensive plan and complies with all procedural requirements of law. Conditions may be suggested by the applicant, the City, or any party, or may be imposed by the Board, which are intended to assure consistency and compliance.

Attorney Trask said the parties in this case are the applicant Beach Bar, LLC, and the City of Madeira Beach. The order of presentation, since there is no notice of intent to become an effective party received by the City. The City will make a presentation first, followed by Beach Bar, if any.

Attorney Trask read the quasi-judicial proceedings that will be used in the hearing as follows:

The Board of Commissioners acts in a quasi-judicial rather than a legislative capacity at this hearing. It is not Board's function to make law but rather to apply law that has already been established. In this hearing, the Board is required by law to make findings of fact based upon the evidence presented at the hearing and

apply those findings of fact to previously established criteria containing the Code of Ordinances in order to make a legal decision regarding the application before it. The Board may only consider evidence at the hearing that the law considers competent substantial and relevant to the issues. If the competent substantial and relevant evidence at the hearing demonstrates that the applicant has met the criteria establishing the Code of Ordinances, then the Board is required by law to find in favor of the applicant. By the same token if the confident substantial and relevant evidence of the hearing demonstrates that the applicants failed to meet the criteria established in the Code of Ordinances then the Board is required by law to find 'against' the applicant.

Attorney Trask asked if any of the Commissioners had any ex parte communication between the Commission and the applicant that they needed to disclose. There were none.

Attorney Trask asked if any of the Commissioners had any conflicts of interest to disclose. There were none.

Attorney Trask administered the Oath to all present to speak at the meeting.

Attorney Trask asked the staff to make their presentation.

City Staff Presentation

Mr. Morris gave his staff report, which included responses to the five conditions of approval:

Discussion:

When considering the alcoholic beverage license application, the Board of Commissioners shall consider the following factors:

- (1) The extent to which the location and the extent to which the proposed alcoholic beverage request will adversely affect the character of the existing neighborhood.**

The property has the Future Land Use designation of Planned Redevelopment-Mixed Use and is surrounded by other properties with this Future Land Use designation. The Planned Redevelopment-Mixed Use Future Land Use designation is given to properties located within the Madeira Beach Town Center Special Area Plan. This property is in the Commercial Core District of the Madeira Beach Town Center Special Area Plan. This district supports Commercial uses and Commercial/mixed-uses that are walkable. There are other nearby businesses that sell alcohol. A bar restaurant that serves beer, wine, and liquor would be an acceptable use for the property and would not adversely affect the character of the existing neighborhood.

- (2) The extent to which traffic generated as a result of the location of the proposed alcoholic beverage request will create congestion or present a safety hazard.**

The Saltwater Hippie Beach Bar will be moving into a location previously occupied by the Brass Captain and Collete's Fashion and Swimwear. The former Saltwater Hippie Beach Bar is being demolished before the construction of the Beachmaker Resort begins. The Brass Captain was previously approved for a Special Food Service Establishment (4COP) Alcoholic Beverage License. The intensity of the alcoholic beverage license use is not increasing since it is the same type of license, but there will be an increase in the number of indoor seats compared to the previously approved alcoholic beverage license. The expansion of indoor seating would be within the existing commercial structure and be replacing a previous commercial retail use. Since the increase in interior seating is within the existing commercial structure and replacing a previous commercial retail use, we do not foresee there would be additional congestion beyond the site capacity or present a safety hazard.

Properties located within the Madeira Beach Town Center Special Area Plan have a reduced parking requirement that is 50% less than other areas of Madeira Beach. Included in the memo is the parking table from Saltwater Hippie's approved Site Plan. The parking info table lists the various uses in the shopping plaza and the parking requirements for each use. The proposed use would meet the parking requirements located in the Madeira Beach Code of Ordinances *Article*

VII - Off-Street Parking and Loading.

Table 1

Saltwater Hippie Site Plan Parking Info Table *(See agenda packet)*

(3) Whether or not the proposed use is compatible with the particular location for which it is proposed.

The Brass Captain was previously using this location and had the same type of alcoholic beverage license. The Saltwater Hippie Beach Bar has an active remodel permit and is making improvements to the existing structure that will not exceed the FEMA 50% rule. The proposed use would be compatible with the existing structure and with the zoning and future land use designations for the property. The property is not located within 500 feet of a church, synagogue, temple, or place of religious worship, public or private school operated for the instruction of minors, or youth recreation (community) center.

(4) Whether or not the proposed use will adversely affect the public safety.

The requested license is not anticipated to adversely affect public safety. For Special Food Service Establishment (4COP) Alcoholic Beverage Licenses, the state of Florida requires at least 51% of gross food and beverage sales revenue to come from the sale of food and nonalcoholic beverages. The previous tenant Brass Captain had a Special Food Service Establishment (4COP) license. The proposed request would not adversely affect public safety more than the previously approved alcoholic beverage license use at this location.

(5) No application for review under this section shall be considered until the applicant has paid in full any outstanding charges, fees, interest, fines or penalties owed by the applicant to the city under any section of the Code.

The applicant, Beach Bar LLC, does not owe any outstanding charges, fees, interest, fines, or penalties to the city.

Fiscal Impact:

N/A

Recommendation(s):

City Staff recommends the approval of ABP 2025-05 Beach Bar LLC.

Attachments:

Local Application

Approved Site Plan

Public Notice Mailing and Posting

Mr. Morris concluded his presentation.

Attorney Trask asked Mr. Morris if he was asking that the Board of Commissioners take the staff report into evidence. Mr. Morris said yes.

Questions from the Board of Commissioners to City Staff

Attorney Trask asked if there were any questions from the Commission for City Staff.

Commissioner Tagliarini inquired whether there was a possibility that both establishments would ever be opened simultaneously, or if one would be demolished before the second one was ready to open. If so, would the license apply to both?

Mr. Morris said the license is tied to the property. This one is specifically tied to that specific property. The applicant would be better off answering that.

Commissioner Ghovae asked if the City received any notices of intent from any neighbors. The City Attorney said no.

Attorney Trask asked Bill Karns if he had any questions for Mr. Morris before presenting his application. Mr. Karns said no.

Attorney Trask asked if the City staff had any other witnesses it wished to call. There were none.

Applicant Presentation

Bill Karns, 400 150th Avenue, Madeira Beach, representing the applicants, thanked staff for the opportunity. He stated that Brass Captain took over Colette's Fashions, which had been there for many years. They moved her to the end and expanded into the area where Colette's was for the new bar. In response to Commissioner Tagliarini's question, they are using some of the equipment from the old bar and Frabotta's in the new bar. They will never be open at the same time. They

will probably demo it when they are preparing to open, as they are currently working on the new building. He thanked the Board for its consideration.

Attorney Trask asked if there were any questions for Mr. Karns. There were none.

Public Comments

Attorney Trask asked if anyone else in the audience wanted to address the Commission on the application. There were none.

Public Hearing Closed

Attorney Trask said they can close the public hearing, consider the application, and vote it up or down.

Commissioner McGeehen motioned to approve the ABP 2025-05 Beach Bar, LLC application. Commissioner Ghovae seconded the motion.

ROLL CALL:

Commissioner McGeehen	"YES"
Commissioner Ghovae	"YES"
Commissioner Tagliarini	"YES"
Vice Mayor Kerr	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

11. UNFINISHED BUSINESS

A. ITB #25-13 Archibald Snack Shack

The Commission discussed next steps for evaluating structural conditions at the Archibald Snack Shack and provided clear direction to staff on how to proceed with exposing the subfloor. Mayor Brooks confirmed with the City Attorney that once instructions are given, Public Works Director Megan Wepfer may request add-on bids from the firms that previously submitted proposals. The goal is to remove enough of the subfloor to accurately assess damage and determine necessary structural repairs.

Community Development Director Marci Forbes and Director Wepfer will develop an estimated square footage of subflooring to be opened, intentionally overestimating to obtain a per-square-foot cost. Director Forbes emphasized the importance of being on-site during the process to ensure only the most informative areas are exposed.

Bid validity periods, currently believed to be 60 days, were discussed, with the intention of securing updated pricing before expiration. The City Attorney noted the option to extend bid

validity or rebid entirely if needed. To keep the bid open was up to the bidders. Director Wepfer said that they hope to have a price for the special meeting on November 25th.

Director Wepfer noted that it would require additional work. The hurricane straps were not included in the existing bids. It may be necessary to revisit or reissue the solicitation.

Commissioner Ghovae stressed that all recommendations must come from a qualified structural engineer rather than a contractor. Staff confirmed that once the subfloor is exposed, the City's building officials and potentially Pennoni, the firm that completed the original structural analysis, will review the findings and provide professional guidance.

Mayor Brooks opened to public comments. There were no public comments.

Commissioner Tagliarini motioned to approve moving forward with the subfloor bid. Commissioner McGeehen seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"YES"
Commissioner Ghovae	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

B. Resolution 2025-09, Adopting an Updated Madeira Beach Master Plan

City Attorney Tom Trask read Resolution 2025-09 by title only:

RESOLUTION 2025-09

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA ADOPTING AN UPDATED MADEIRA BEACH MASTER PLAN; REPEALING RESOLUTION 02.21 AND PROVIDING FOR AN EFFECTIVE DATE.

The City Attorney read the action items in the resolution, which provides as follows:

Section 1. The Board of Commissioners hereby adopts the Madeira Beach Master Plan attached hereto as Exhibit A

Section 2. The adopted Madeira Beach Master Plan shall be the concept plan upon which Land Development Regulation amendments, Comprehensive Plan amendments, and Capital Improvement Program (CIP) amendments will be influenced by.

Hannah Schaffer and Madison Parker from Kimley-Horn presented an overview of the Madeira Beach Master Plan, including the project process and timeline, key findings from community engagement, the master plan's objectives and recommendations, the implementation plan, and next steps. The master plan serves as the city's guiding vision for the next 5, 10, and 20 years. It reflects the community's vision, the city's vision, and the commission's vision. The plan also highlights priorities and projects for other regional agencies, such as the county, Forward Pinellas, and FDOT.

The process started in April 2024 with Phase 1, the data-gathering stage. They engaged deeply with the community by hosting workshops, conducting surveys, and organizing pop-up events. They collected 518 survey responses from two surveys and had 147 workshop attendees. Phase 2 was the vision phase. During this phase, they revisited the community to see if anything was missed and to help them understand more. Now they are in Phase 3, where the draft of the master plan has been reviewed by city staff and community members. They feel it truly reflects the vision.

The plan identified six focus areas:

1. Transportation and Mobility - focusing on safety, walkability, bikeability, Gulf Boulevard improvements, and parking strategies.
2. New Development and Redevelopment - emphasizing controlled growth, high-quality design, mixed-use development, and maintaining residential character.
3. Economic and Business Development - leveraging events, supporting local businesses, utilizing waterfront assets, and developing a citywide economic strategy.
4. Sustainability and Resiliency - implementing hazard and flood mitigation, investing in natural resources, creating a resource information center, and upgrading infrastructure.
5. Parks, Recreation, and Public Spaces - investing in existing facilities, expanding public spaces, and preserving and improving quality.
6. Beautification and Place Making - improving wayfinding, creating a sustainable landscape plan, developing unique attractions, and expanding public art.

The implementation plan divides recommendations into short-term (1-5 years), mid-term, and long-term timeframes, with funding sources including grants and partnerships with other agencies. The next steps involve seeking the Board's approval and adoption of the master plan to implement the recommendations, as well as continuing to explore funding sources and partnerships, whether public or private, to support the implementation.

Mayor Brooks opened to public comment.

Bob Bello, 13301 Gulf Lane, emphasized the need for improved beach aesthetics, noting that the City's primary attraction lacks landscaping, signage, and the overall appeal seen in nearby communities such as Indian Rocks Beach. He expressed strong support for the plan's beautification components, particularly the enhancement of beach access points.

Kimley-Horn representatives addressed comments from both the public and the Commission.

Commissioners expressed praise for the plan and confirmed that beach access improvements are included.

Commissioner Tagliarini asked whether community feedback from two upcoming town hall meetings on newly acquired city property could be incorporated into the plan. Kimley-Horn confirmed that such input could be added if the Commission chooses, and that current recommendations already reflect the broader community vision.

Vice Mayor Kerr expressed raised concerns about preserving the character of key community assets, including the Snack Shack and John's Pass Village. Kimley-Horn noted that the plan recommends creating a design "lookbook" to guide future redevelopment and ensure architectural consistency. They also discussed mobility challenges, explaining that Gulf Boulevard will remain the City's primary corridor but that the master plan includes street typologies, safety recommendations, and design guidance that could be implemented with FDOT's cooperation during future roadway improvements.

Commissioner Ghovae discussed the potential for parking incentives in redevelopment projects. Kimley-Horn confirmed the plan includes recommendations to update the land development code to allow bonuses for features such as structured parking or mixed-use designs.

Mayor Brooks expressed strong support for the master plan, noting it successfully reflects both the Commission's and the community's priorities. She highlighted the value of the short-term goals outlined in the plan and emphasized how the timing aligns with upcoming strategic planning efforts and the City's recent property acquisition. She described the plan as timely, comprehensive, and aligned with Madeira Beach's long-term vision.

Commissioner Tagliarini motioned to adopt Resolution 2025-09, Adopting an updated Madeira Beach Master Plan. Vice Mayor Kerr seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Vice Mayor Kerr	"YES"
Commissioner Ghovae	"YES"
Commissioner McGeehen	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

C. Board of Commissioners Regular Workshop Meeting Start Time Approval if Changing the Time

The Board decided to change the regular workshop meeting times to 4:00 p.m. Commissioner Tagliarini added that the budget workshops will be held at 2:00 p.m.

Mayor Brooks opened to public comments. There were no public comments.

Commissioner Tagliarini motioned to change the starting time for the regular workshops to 4:00 p.m. Commissioner McGeehen seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"YES"
Commissioner Ghovae	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

D. Human Resources Director Position

This item was pulled from the agenda.

E. Communications Manager Position

This item was pulled from the agenda.

12. CONTRACTS/AGREEMENTS

A. Approval of a Strategic Planning Proposal

Mayor Brooks said that two strategic planning proposals were presented.

Mayor Brooks opened to public comment. There were no public comments.

Vice Mayor Kerr motioned to approve the Strategic Planning proposal of Kimley-Horn and Associates, Inc. Commissioner Ghovae seconded the motion.

ROLL CALL:

Vice Mayor Kerr	"YES"
Commissioner Ghovae	"YES"
Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

B. Approval of Agreement with a Lobbyist Firm

The Commission discussed finalizing a lobbying contract in light of the Legislature's appropriation deadlines.

Commissioner Ghovae noted that while the Senate's funds do not expire, the House deadline is approaching on November 21, emphasizing the urgency of engaging a lobbyist. The proposed contract with Myers Consulting Group was drafted to begin on December.

Mayor Brooks inquired whether it could take effect immediately instead. The City Attorney confirmed it could, but recommended removing the contract's automatic renewal clause, stating that such provisions can create oversight issues without a contract manager. He advised revising the agreement to start on November 13, 2025, for a term of one year, and allow termination with 30 days' notice. RJ could give them about a 60-day notice before it expires, so the Board can revisit it.

RJ and the Board agreed with the City Attorney's proposed changes.

Commissioner Ghovae said that they need to quickly pursue appropriation opportunities for recently purchased City property and other priority projects. The Acting City Manager said that they had delayed submitting appropriation forms pending confirmation of which lobbyist would represent the City. He and Public Works Director Wepfer will proceed with filing the top five priority requests.

Mayor Brooks reminded the Board that direction to the lobbyist must be given collectively and approved in public meetings, ensuring unified priorities. Commissioners agreed that the work plan should originate from the Board as a whole rather than from individual members.

RJ agreed to begin immediately, confirming he would meet with staff the next day.

Mayor Brooks opened to public comment. There were no public comments.

Commissioner Ghovae motioned to approve the contract with Myers Consulting Group, LLC, with the amendments suggested by Trask and agreed to by Mr. Myers. Commissioner McGeehen seconded the motion.

ROLL CALL:

Commissioner Ghovae	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"NO"
Commissioner Tagliarini	"YES"
Mayor Brooks	"YES"

The motion carried 4-1.

The City Attorney advised the Commission that a termination letter must be issued to Shumaker Advisors, as the firm remains under contract for an additional 30 days. During this transition period, the City will temporarily be under contract with both Shumaker Advisors and Myers Consulting Group until the termination takes effect.

Commissioner Ghovae motioned to direct the city manager to send out a letter of termination to Shumaker Advisors. Commissioner McGeehen seconded the motion.

ROLL CALL:

Commissioner Ghovae	"YES"
Commissioner McGeehen	"YES"
Commissioner Tagliarini	"YES"
Vice Mayor Kerr	"NO"
Mayor Brooks	"YES"

The motion carried 4-1.

13. NEW BUSINESS

A. Resolution 2025-11, FY 2025 Budget Amendment #2

City Attorney Trask read Resolution 2025-11 by title only:

RESOLUTION 2025-11

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2025 (OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025) BY INCREASING APPROPRIATIONS FOR EXPENDITURES IN THE GENERAL FUND; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Brooks opened to public comment. There were no public comments.

Commissioner Tagliarini motioned to adopt Resolution 2025-11, FY 2025 Budget Amendment #2. Commissioner Ghovae seconded the motion.

ROLL CALL:

Commissioner Tagliarini	"YES"
Commissioner Ghovae	"YES"
Vice Mayor Kerr	"YES"
Commissioner McGeehen	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

B. Resolution 2025-12, Reimbursement of Capital Expenditures

City Attorney Tom Trask read Resolution 2025-12 by title only:

RESOLUTION 2025-12

A RESOLUTION OF THE CITY OF MADEIRA BEACH, FLORIDA ESTABLISHING ITS INTENT TO REIMBURSE CERTAIN CAPITAL EXPENDITURES INCURRED WITH PROCEEDS OF A FUTURE FINANCING OR FINANCINGS; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Brooks opened to public comment. There were no public comments.

Commissioner Ghovae motioned to adopt Resolution 2025-12, Reimbursement of Capital Expenditures. Commissioner Tagliarini seconded the motion.

ROLL CALL:

Commissioner Ghovae	"YES"
Commissioner Tagliarini	"YES"
Commissioner McGeehen	"YES"
Vice Mayor Kerr	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

C. Resolution 2025-13, Emergency Bridge Loan

This item was removed from the agenda.

14. AGENDA SETTING (December 10, 2025, BOC Regular Workshop; 4:00 PM)

A. Intent Concerning Nonconforming Structures

Mayor Brooks added: Results of the outcome of the two workshops on the property.

Director Forbes clarified that the upcoming discussion on nonconforming structures will focus on hurricane-related permitting challenges, including the 18-month limit on post-storm recovery permits. She also noted that while Kimley-Horn will prepare visual storyboards for the two town hall meetings, the presentations themselves will be given by City staff.

15. REPORTS/CORRESPONDENCE

A. Board of Commissioners – Reports/Correspondence

Mayor Brooks noted that the Court of Honor ceremony for veterans was well attended and received overwhelmingly positive feedback. She also reminded the public of the upcoming workshop scheduled for Saturday at 10:00 a.m. to discuss the newly acquired property.

Commissioner Ghovae thanked Representative Chaney and Senator DeSegley for attending the veterans' event.

Commissioner McGeehan thanked the American Legion for their participation.

B. Board of Commissioners – 2025 Meeting Schedule (Nov - Dec)

There were no changes.

C. Board of Commissioners – 2026 Meeting Schedule (Jan – Dec)

The Board changed the January 28, 2026, BOC Regular Workshop Meeting from 6:00 p.m. to 2:00 p.m.

Mayor Brooks said the BOC voted to change the start time for all regular workshop meetings to 4:00 p.m. The City Clerk said she will make the change on the calendar.

D. Board of Commissioners – 2026 Meetings Report (Jan – Oct) – Informational

The City Clerk stated that she had included the "Conversations with the Mayor" events in the report. The Mayor said she liked the report and thanked the City Clerk.

E. City Clerk Report

City Clerk reported on the upcoming qualifying period for elections, which starts at noon on Monday, December 1st, and ends at noon on Friday, December 12th, excluding weekends. Vice Mayor Kerr and Commissioner Tagliarini have prefiled and are collecting signatures.

F. City Attorney - No Report

G. Acting City Manager

The Acting City Manager said that a complaint had been received against a charter officer and requested direction from the Commission on whether to pursue an investigation or deem the matter unfounded. The complaint was shared with the Commission to preserve the integrity and anonymity of the employee. The City Attorney advised that he could not investigate the matter himself due to his relationship with the City, but noted he could recommend outside resources if needed.

Commissioner McGeehen said he has done the one-on-one and personally researched it. He believes that, in his personal opinion, it is unfounded, and they should move forward with the City

issues at hand. Commissioner Ghovae said he agreed with Commissioner McGeehen. Vice Mayor Kerr said he concurred.

Commissioner Tagliarini said he would like to hear both sides and know more about it. All he has is the complaint.

Mayor Brooks inquired whether commissioners could independently speak with the affected party. The City Attorney said the Commission can obviously speak with their charter officials as they wish, but for private investigation by each individual, he would think the answer is no.

Vice Mayor Kerr asked how that would work. Would they hire an attorney? Commissioner McGeehen said they have all read the email and done the one-on-one. It is not worth the money, and they have more worthy issues at hand.

Vice Mayor Kerr asked if the complaint would still be on record if they decided not to do anything about the complaint. The City Attorney stated that if the Commission does not wish to proceed with it and declares the matter unfounded, the matter is closed. Vice Mayor Kerr said he was okay with that.

Commissioner McGeehen motioned that the presentation against their Charter Officer was unfounded. Commissioner Ghovae seconded the motion.

ROLL CALL:

Commissioner McGeehen	"YES"
Commissioner Ghovae	"YES"
Vice Mayor Kerr	"YES"
Commissioner Tagliarini	"YES"
Mayor Brooks	"YES"

The motion carried 5-0.

16. RESPOND TO PUBLIC COMMENTS/QUESTIONS

There was no response to public comments or questions.

17. ADJOURNMENT

Mayor Brooks adjourned the meeting at 8:33 p.m.

ATTEST:

Anne-Marie Brooks, Mayor

Clara VanBlargan, MMC, MSM, City Clerk