



## MINUTES

### BOARD OF COMMISSIONERS REGULAR MEETING MAY 13, 2026 6:00 P.M.

The City of Madeira Beach Board of Commissioners held a regular meeting at 6:00 p.m. on May 13, 2026, in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

**MEMBERS PRESENT:** Anne-Marie Brooks, Mayor  
Eddie McGeehen, Vice Mayor/Commissioner District 3  
David Tagliarini, Commissioner District 1  
Charles "Chuck" Dillon, Commissioner District 2  
Housh Ghovae, Commissioner District 4

**MEMBERS ABSENT:** None

**CHARTER OFFICERS PRESENT:** Mike Helfrich, 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 6:00 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

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

#### ROLL CALL:

Commissioner Ghovae	"YES"
Commissioner Tagliarini	"YES"
Commissioner Dillon	"YES"

Vice Mayor McGeehen "YES"  
Mayor Brooks "YES"

The motion carried 5-0.

## 5. PROCLAMATIONS

### A. National Public Works Week Proclamation “Rooted in Service, Powered by Community” May 17-23, 2026

Mayor Brooks read a Proclamation declaring May 17-23, 2026, National Public Works Week. Public Works Director Megan Wepfer accepted the Proclamation and thanked the Commission.

## 6. PRESENTATIONS

### A. Appreciation Plaque – Ray Kerr, former District 2 Commissioner (March 2022 – March 2026)

On behalf of the Board of Commissioners, the City of Madeira Beach, and its citizens, the City Clerk presented an appreciation plaque to Ray Kerr for his four years of service on the Board of Commissioners from March 2022 to March 2026, during which he served as Vice Mayor from April 2023 to April 2024 and again from April 2025 through March 2026.

The Board of Commissioners thanked Mr. Kerr for his service to the Board and the Planning Commission.

### B. Presentation of FY 2025 Financial Statement Audit Results

The City Clerk distributed copies of the City of Madeira Beach Annual Comprehensive Financial Report for FYE September 30, 2025, and the Auditor’s Discussion and Analysis, Financial and Compliance Audit Summary for FYE September 30, 2025 to the Board.

Financial Consultant Andrew Laflin introduced Daniel Anderson, CPA, of Mauldin & Jenkins, the City’s auditor, who presented the FY 2025 Financial Statement Audit Results. Mr. Anderson said the audit was performed in accordance with Generally Accepted Auditing Standards and Government Auditing Standards. This was the firm's first year serving as the City's auditor. He noted that the City continues to exceed minimum reporting requirements by preparing the full ACFR, including an introductory section and a statistical section that provides 10 years of historical financial data. He recommended that Commissioners who wish to review the document focus on the Management's Discussion and Analysis, the General Fund budget-to-actual report, and the statistical tables.

There were no questions from the Board.

## 7. PUBLIC COMMENT

Bob Bellow, 13301 Gulf Lane, addressed the Board on House Bill 803, which concerns permit requirements for projects under \$7,500. He noted that because Madeira Beach lies entirely within a flood zone, the bill's exemption for non-structural, non-MEP permits (mechanical, electrical, plumbing) outside flood zones does not apply here. He suggested that the City proactively communicate this to residents to counteract confusion spreading on social media. He also proposed that the City consider waiving permit fees for qualifying items under \$7,500 as a goodwill gesture. He asked for clarification on whether the bill's five-day response requirement for permits under \$15,000 constitutes acknowledgment of receipt or a full determination.

Jeff Beggins, 429 Boca Ciega Drive, addressed the Board as a resident regarding the proliferation of illegal short-term rentals throughout Madeira Beach. He presented a printout from the Airbnb Co. website showing the density of short-term rental listings currently advertised in the City. Mr. Beggins argued that while the City's ordinance is strong, enforcement is weak and deterrence nonexistent given the profitability of short-term rental operations. He cited examples from other communities where significant first-offense fines, such as \$10,000 in Hawaii, have been used to deter violations, and urged the Commission to strengthen the ordinance's enforcement provisions. He also provided a summary of common justifications and excuses property owners use when confronted by code enforcement and asked the Commission and City Manager to treat this as an urgent matter to preserve the City's residential character.

The City Clerk distributed a copy of the printout from Mr. Beggins regarding short-term rental information to the Board.

## **8. APPROVAL OF MINUTES**

- A. 2026-04-08, BOC Regular Meeting Minutes**
- B. 2026-04-21, BOC Special Meeting Minutes**
- C. 2026-04-29, BOC Budget Workshop #1 Meeting Minutes**
- D. 2026-04-29, BOC Regular Workshop Meeting Minutes**

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

### **ROLL CALL:**

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

The motion carried 5-0.

## **9. CONSENT AGENDA**

- A. FDEP Resilient Grant for Vulnerability update and Adaptation plan Acceptance and approval**

- B. FDEP Grant No. L0253 – Stormwater Resiliency Project Acceptance**
- C. Purchase of Florida Department of Children and Families Grant for Rip Tide Simulator**
- D. Urban County Requalification – FY 2027-2029, Renewal of CDBG Cooperation Agreement (Option 1)**
- E. Purchase of 2 Easy Dump Dumpsters from Par-Kan**
- F. Parking Study Contract ADEAS Q**

Mayor Brooks read the listed Consent Agenda Items.

Commissioner Ghovae pulled Items A & B for separate discussion and vote.

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

Vice Mayor McGeehen motioned to approve the Consent Agenda, excluding Items A & B. Commissioner Tagliarini seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

**9A. FDEP Resilient Grant for Vulnerability update and Adaptation plan Acceptance and Approval**

Commissioner Ghovae asked whether the consultant agreement's terms and conditions, including permitting, errors and omissions insurance, and all other conditions, were consistent with FDEP grant requirements. Public Works Director Wepfer confirmed that Advanced Engineering & Design had assisted in drafting the FDEP grant agreement and that all conditions were met.

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

Commissioner Tagliarini moved to approve Item 9.A., FDEP Resilient Grant for Vulnerability Update and Adaptation Plan. Commissioner Ghovae seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

**9B. FDEP Grant No. L0253 – Stormwater Resiliency Project Acceptance**

Commissioner Ghovae asked whether the flapper valves to be placed were consistent with the grants set out by FDEP. Director Wepfer said FDEP was aware of and in agreement with the placement and that there would be more than four valves. Commissioner Ghovae said the grant requires City staff to submit quarterly reports and other items and asked whether there was staff time for that. Director Wepfer said she handles that for all the grants herself.

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

Commissioner Tagliarini moved to approve Item 9.B., FDEP Grant No. L0253, Stormwater Resiliency Project, and to authorize the appropriate officials to execute all necessary documents. Vice Mayor McGeehen seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

**9. PUBLIC HEARINGS**

**A. Ordinance 2026-03, 555 150<sup>th</sup> Avenue Rezoning from PD, Planned Development to C-4, Marine Commercial – 1st Reading & Public Hearing**

City Attorney Tom Trask read Ordinance 2026-03 by title only.

**ORDINANCE 2026-03**

**AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, REZONING REAL PROPERTY LOCATED AT 555 150<sup>TH</sup> AVENUE, PARCEL IDENTIFICATION NUMBER 09-31-15-00000-140-0100, FROM PD PLANNED DEVELOPMENT, TO C-4 MARINE COMMERCIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.**

The City Attorney read the quasi-judicial procedures outlined in the City’s Code of Ordinances. He swore in the witnesses, who were Community Development Director Marci Forbes and the Long Range Planner Andrew Morris.

Long Range Planner Andrew Morris gave his staff report and presented a comparison chart showing the previously approved PD and the outcome of rezoning back to C-4. The densities and intensities would remain the same. Because the PD is no longer active, Code requires them to rezone back to the previous zoning district.

Attorney Trask asked Mr. Morris whether he was requesting that the Board of Commissioners accept the staff report into evidence. Mr. Morris said yes.

Attorney Trask asked whether there were any questions from the Board of Mr. Morris. There were none.

Attorney Trask asked whether anyone in the public wanted to address the item. There were none.

Attorney Trask closed the public hearing and returned it to the Commission for consideration and approval of the Ordinance on first reading.

Commissioner Tagliarini moved to approve, after first reading and public hearing, Ordinance 2026-03, the 555 150th Avenue Rezoning from PD (Planned Development) to C-4 (Marine Commercial). Commissioner Ghovae seconded the motion.

Because Commissioner Dillon had questions for the staff, Attorney Trask reopened the public hearing. The City Attorney reminded Commissioner Dillon that he had been given the opportunity to ask staff questions.

Commissioner Dillon asked why the City's Code references Base Flood Elevation (BFE) rather than Design Flood Elevation (DFE), which includes Madeira Beach's additional four feet of freeboard. He asked what could be done to change it. Mr. Morris explained that height provisions for properties within the Madeira Beach Town Center Special Area Plan are embedded in the Comprehensive Plan, and that amending them would require a state-reviewed Comprehensive Plan amendment, a lengthy process involving review by the county, the Tampa Bay Regional Planning Council, and various state agencies.

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

**ROLL CALL:**

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

The motion carried 5-0.

## **10. UNFINISHED BUSINESS**

### **A. Resolution 2026-02, BOC Policy Handbook**

City Attorney Tom Trask read Resolution 2026-02 by title only.

**RESOLUTION 2026-02**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE BOARD OF COMMISSIONERS POLICY HANDBOOK; REPEALING RESOLUTION 2025-02; AND PROVIDING FOR AN EFFECTIVE DATE.**

The City Clerk summarized the changes incorporated into the BOC Policy Handbook, including: updating references to the Sunshine Manual from the 2022 to the 2025 edition; reflecting the Board's previously adopted change to the regular workshop meeting start time to 4:00 PM; incorporating the language from the Board's ceremonial policy adopted by Resolution 2025-04; and adding language to allow the Commission members to receive the original invitations, with copies to be filed simultaneously in Laserfiche. The proposed changes were made by the Board and the City Attorney.

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

Commissioner Tagliarini motioned to adopt Resolution 2026-02, BOC Policy Handbook, with the changes made by the Board of Commissioners and the City Attorney. Commissioner Ghovae seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

**B. Resolution 2026-03, FY 2026 Budget Amendment #1**

City attorney Tom Trask read Resolution 2026-03 by title only.

**RESOLUTION 2026-03**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE BUDGET FOR FISCAL YEAR 2026 (OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026) BY INCREASING APPROPRIATIONS FOR EXPENDITURES IN THE GENERAL FUND; AND PROVIDING FOR AN EFFECTIVE DATE**

Financial Consultant Andrew Laflin briefly summarized the amendment, explaining that the primary component was the \$18,000,000 appropriation to purchase the 555 property, which had not been included in the originally adopted FY 2026 budget. This was consistent with the discussion at the prior budget workshop.

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

Commissioner Tagliarini motioned to adopt Resolution 2026-03, FY 2026 Budget Amendment #1. Vice Mayor McGeehen seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

## 11. CONTRACTS/AGREEMENTS

There were no Contracts or Agreements.

## 12. NEW BUSINESS

### A. Planning Commission Appointment

The City Clerk explained that a partial-term vacancy on the Planning Commission, expiring September 30, 2026, became available after Commissioner Dillon's election to the Board of Commissioners. The appointment is required by code to be made by ballot, with each Commissioner's vote recorded and read aloud by the City Clerk.

Three applicants were present and given the opportunity to address the Board:

**Elizabeth Watkins Holloway** introduced herself as a licensed attorney with more than 20 years of experience, including eight years as in-house counsel for a public home builder specializing in land development, zoning compliance, subdivision approvals, development orders, and title matters. She expressed a commitment to responsible, measured growth that respects the City's coastal character and the interests of all residents.

**Michael Druding**, a telecommunications engineer residing at 174 140th Avenue, addressed the Board and graciously deferred, stating that, in his assessment, Ms. Holloway's professional qualifications were better suited to serve on the Planning Commission.

**Eric Lewis**, a resident since 2019 and a retired military officer, described more than 20 years of experience in disaster response, long-term planning, and work with regulatory bodies, including

FEMA and OSHA. He expressed a desire to contribute to Madeira Beach's future and support the City's ongoing recovery and growth.

Following the presentations, the City Clerk read into the record each Commissioner's vote by ballot.

**Ballot Results:**

- **Elizabeth Watkins Holloway** — 4 votes (Commissioner Tagliarini, Vice Mayor McGeehan, Mayor Brooks, Commissioner Ghovae)
- **Eric Lewis** — 1 vote (Commissioner Dillon)

Elizabeth Watkins Holloway was appointed to the Planning Commission by a 4-1 vote by ballot for the partial term expiring September 30, 2026. The City Clerk noted that she would advertise in August for all three seats expiring on September 30, 2026, and that those seats will be filled for full three-year terms.

The voting ballots are attached to the meeting minutes.

**13. AGENDA SETTING (May 27, 2026, BOC Regular Workshop; 4:00 PM)**

- A. Pinellas County ILA for MS4**
- B. Hearing Officer Agreements**
- C. Samples of Recognition and Appreciation Forms and an Explanation Form of why the person was chosen to receive recognition**
- D. Explore ways to keep costs down for City services, contracts, design, and construction fees**
- E. Discuss changing the municipal election from March to November**
- F. Holiday Decor – Proposal with and without solar options**
- G. Landscape - LDRs**
- H. Sidewalks and Driveways – LDRs**
- I. Nonconforming uses and BTRs (Tentative) – LDRs**
- J. RFQ for Land Development Regulations and Code of Ordinances**
- K. Limited use parking along Gulf Blvd**
- L. Snack Shack Historical Ordinance – Review Draft**
- M. John's Pass Village Hotel – Vacation of ROW, Rezoning and DA**
- N. TENTATIVE – 135th Ave. – Vacation of ROW**
- O. Ordinance 2026-04 (Zoning – Establishing Division 6 – Low Density Vacation Rental)**
- P. RFP 26-05 Marina Seawall Replacement**
- Q. Piggyback agreement with Keystone for Area 5, Beach Parking lots, John's Pass Village, and Bay Point**

The City Manager and Board reviewed the draft agenda for the May 27, 2026 BOC Regular Workshop and made the following determinations:

May 27, 2026, BOC Regular Workshop

- **A. Pinellas County ILA for MS4**

- **B.** Hearing Officer Agreements
- **C.** Samples of Recognition and Appreciation Forms and an Explanation Form of why the person was chosen to receive recognition
- **E.** Discuss changing the municipal election from March to November
- **M.** John's Pass Village Hotel – Vacation of ROW, Rezoning, and DA
- **O.** Ordinance 2026-04 (Zoning – Establishing Division 6 – Low Density Vacation Rental)
- **P.** RFP 26-05 Marina Seawall Replacement
- **Q.** Piggyback agreement with Keystone for Area 5, Beach Parking lots, Johns Pass Village, and Bay Point

Added:

- Key to the City – The Trash Pirates (the City Manager & City Clerk to work together on item)
- GrantWorks Contract

#### June 24, 2026, BOC Regular Workshop

- **F.** Holiday Décor - Holiday Decor – Proposal with and without solar options
- **G.** Landscape - LDRs
- **H.** Sidewalks and Driveways – LDRs
- **I.** Nonconforming uses and BTRs (Tentative) – LDRs
- **J.** RFQ for Land Development Regulations and Code of Ordinances
- **K.** Limited use parking along Gulf Blvd

Added:

- Commission Salary – Presentation by Jerry Cantrell, Chairman of Civil Service

#### Removed

- **D.** Explore ways to keep costs down (for future workshop)
- **L.** Snack Shack Historical Ordinance – Review Draft (Nothing new to present)
- **N.** 135<sup>th</sup> Ave. – Vacation of ROW (Not ready to present)

Mayor Brooks concluded the agenda-setting discussion by emphasizing the need to keep future meetings concise and efficient and by encouraging Commissioners to use their one-on-one time with staff to ask questions in advance, so that Board meetings can focus on sharing decisions with the public rather than on conducting internal learning exercises.

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

## **1. REPORTS/CORRESPONDENCE**

### **A. Board of Commissioners – Reports/Correspondence**

Commissioner Tagliarini raised the question of restroom availability in Johns Pass Village and the possible use of the City's portable restroom trailer, a topic discussed at a recent Johns Pass Village Association meeting. Director Wepfer clarified that the City's portable restroom trailer was originally purchased for use during Archibald Park bathroom construction. It is not suitable for placement in Johns Pass Village because it requires hookups to both a sanitary line and a water

line and is not a standalone unit. She noted that it is occasionally used for special events but is not designed for high use or permanent placement.

#### **B. Board of Commissioners – 2026 Meetings Report (January - April) - Informational**

This item was received for informational purposes. No discussion was held.

#### **C. City Attorney**

The City Attorney informed the Board that defense counsel in the Clifford Smith v. City of Madeira Beach litigation had requested a shade meeting pursuant to Florida Statute 286.011(8) to provide direction to the attorney regarding an upcoming hearing on attorney's fees awarded to the plaintiff. Attorney Trask proposed scheduling the meeting for Thursday, May 21, 2026, at 6:00 PM in Commission Chambers. Attendees would include the City Attorney, City Manager, defense counsel Mr. Salzman, and the Commissioners. Commissioner Ghovae indicated he would be unable to attend due to a prior commitment and stated he was comfortable with the remaining four commissioners proceeding. The Board agreed to hold the shade meeting on May 21, 2026, at 6:00 p.m., as proposed by the City Attorney.

#### **D. City Clerk**

The City Clerk reported that she was preparing materials for the workshop discussions on the municipal election date change and the Commission's salary. She reiterated the statutory deadline: any ordinance changing commissioner compensation must be adopted at least six months before the election, at which time the salary change would take effect.

#### **E. City Manager**

The City Manager provided the following updates:

**HR Director Search:** The City is negotiating a contract with Renee Narlock and Associates to conduct an executive search. The contract price is expected to be under \$30,000, and the final amount would be presented to the Board before execution.

**Community Communications Officer:** The job description is complete and ready for posting, with posting expected by the end of the week or early the following week.

**Building Official Search:** The search is ongoing, and staff are having difficulty filling the position.

**Strategic Plan:** A Commission-driven strategic planning process is being launched. Surveys will be distributed to all department directors, the Mayor, and Commissioners to identify priorities and gaps. Approximately 58 initiatives have been identified. A staff kickoff meeting is scheduled for Tuesday, June 9, and a special Commission meeting is proposed for Thursday, June 11. The meeting is anticipated to run from 9 AM to 12 PM, with a break, and reconvene from 1 PM to 3 PM.

## Capital Project Updates:

- *Dredging Project:* Winding down. Contingency funds have been authorized to remove the remaining sand without exceeding the budget. Full demobilization is expected by the end of May.
- *Jetty Engineering:* Design completion is targeted for mid-June; permit submittal is targeted for mid-July. Permitting may take two months or longer.
- *Tom and Kitty Stuart Park:* Bathroom preliminary plans are awaiting approval. Full construction documents are expected by the end of May. Permitting begins in June. Seawall installation is anticipated after the Fourth of July weekend. The bathroom foundation is projected for late August, bathroom installation for early September, and pavers, sidewalks, and landscaping completion by the end of November.
- *Archibald Beach Park Snack Shack:* Termite treatment was completed in late March. The architect is revising the scope to include interior repairs and structural modifications. The City is actively seeking historic photographs of the Snack Shack from the community to help identify the appropriate era for restoration.

Recreation Director Jay Hatch provided an overview of upcoming City events. A list of the events was distributed to the Board.

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

## 2. RESPOND TO PUBLIC COMMENTS/QUESTIONS

### 1. House Bill 803 (Bob Bellow)

Community Development Director Marci Forbes indicated that staff, including both the planning and building divisions, had been closely monitoring the recently enacted legislation and were preparing a bullet-point summary of its impacts on the community and planned responses. The summary would be brought to the Board at a future workshop. Regarding the specific question about the five-day permit response requirement for projects under \$15,000, the answer may be specific to the planning and building sides, which she would clarify at the workshop. They will do what is needed to make the permitting process faster.

Commissioner Tagliarini said he would like the bullet-point summary to explain how the community is affected and what the answers would be, and to be as user-friendly as possible, given the confusion already circulating. Director Forbes said she would be as clear as possible, given the information and the extent to which the City Attorney can help her with interpretations. Some bills leave many questions unanswered.

### 2. Illegal Short-Term Rentals (Jeff Beggins)

Mayor Brooks said they have discussed short-term rentals many times. She appreciates the printout showing how many short-term rentals are illegal in the City. It warrants further discussion. They have enforcement personnel. They consist of two Sheriff Department deputies and three code enforcement employees, who go out and issue tickets. She asked whether they could be any more stringent than they currently are, given what the State of Florida allows.

City Attorney Trask provided context on the current enforcement framework, noting that the City is governed by Florida Statute Chapter 162, which caps the amount the special magistrate may fine. For initial violations, the special magistrate can fine up to \$250 per day the violation continues, and for repeat violations, up to \$500 per day. The special magistrate has heard the cases and has entered significant fines as a direct result of the violations. As part of their testimony, when they can, they elicit information on exactly how much the property owner is making on a day-to-day basis. They try to make it unprofitable so the owner will come into compliance. It makes it difficult for property owners to defend themselves when deputies present body camera footage to the special magistrate. They hold hearings once a month, and, if necessary, they can hold additional hearings when the special magistrate is available. Increasing the fines is not at the city level but at Tallahassee.

The City Attorney said the City has five code enforcement staff members: two deputies and three City staff members, namely Connor, Taylor, and Holden. Other cities he represents have only one code enforcement person.

Commissioner Dillon asked whether the process could be expedited, noting that it is lengthy and drawn out. Attorney Trask explained that the process involves providing a courtesy notice, a notice of violation, and a statement of violation requesting a hearing. The statement of violation must be given at least 10 days prior to the hearing. Eliminating the initial courtesy notice, while not legally required, could shorten timelines by seven to ten days. Removing that notice would not pose a legal issue. There is no legal requirement to provide a courtesy notice, and removing it for some violations would not create a legal issue. If they are going to issue notices of violation, as they should, it should be the same across the board.

Commissioner Tagliarini proposed creating a dedicated community safety officer position, with one or more employees whose sole responsibility would be proactive enforcement of non-emergency code violations across the City, including illegal short-term rentals, beach code violations, overgrown yards, and parking issues. Existing deputies and code enforcement staff handle short-term rental enforcement as a secondary responsibility and typically respond reactively to complaints. A dedicated officer with time specifically allocated to monitoring platforms such as Airbnb and Vrbo could gather evidence more systematically and bring more cases before the magistrate. He planned to return to the Board with a more detailed suggestion. It is not so much changing what they have, but having somebody dedicated to doing that full-time to look at those non-emergency code violations.

Vice Mayor McGeehen expressed strong support for the concept, noting that residents in his district frequently contact him regarding short-term rental activity. He echoed the view that \$250 per day is an insufficient deterrent given rental income levels and supported Commissioner Dillon's idea as a meaningful step toward more effective enforcement.

## **ADJOURNMENT**

Mayor Brooks adjourned the meeting at 7:43 p.m.

ATTEST:

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Anne-Marie Brooks, Mayor

DRAFT