



Memorandum

Meeting Details: March 4, 2026

Prepared For: Hon. Mayor Brooks & Board of Commissioners

Staff Contact: Andrew Laflin, Finance Director

Subject: Approval of FEMA Category A Closeout Form

Background

The City of Madeira Beach engaged with the Federal Emergency Management Agency (FEMA) in the aftermath of Hurricane Helene and Hurricane Milton to assess infrastructure and property damage that occurred resulting from the hurricanes and provide reimbursement for eligible repair and restoration costs incurred by the City. The reimbursement process includes numerous administrative processes and online submission of various forms, pictures, and other supporting documents.

FEMA requires that the Final Inspection Report containing cost details of Category A expenses, consisting of debris removal and related monitoring services, be formally executed by a FEMA representative and City representative, identified as the Mayor. The City requests that the Mayor sign the Final Inspection Report as part of this Category A closeout requirement.

Fiscal Impact

Upon approval, there is no immediate direct financial impact. The City must meet FEMA's administrative requirements in order to receive reimbursement for eligible costs incurred.

Recommendation(s)

Staff recommends that Commission authorize execution of the Final Inspection Report via signature from the Mayor.

Attachments

- Category A Closeout Form - Final Inspection Report