

**Board of Commissioners  
Meetings Report  
(January 1, 2025 – March 31, 2025)**



Prepared By  
Clara VanBlargan, MMC, MSM  
City Clerk  
March 25, 2025

**BOARD OF COMMISSIONERS – 01/01/2025 – 03/11/2025**

**TERM OF OFFICE**

Anne-Marie Brooks, Mayor (Mayor as of 6/14/2024)	03/2023 – 03/2025
Ray Kerr, Commissioner District 2	03/2022 – 03/2026
David Tagliarini, Vice Mayor/Commissioner District 1	03/2022 – 03/2026
Eddie McGeehen, Commissioner District 3	03/2023 – 03/2025
Housh Ghovae, Commissioner District 4 (appointed 7/10/2024)	07/2024 – 03/2025

**BOARD OF COMMISSIONERS – 03/12/2025 – 12/31/2025**

**TERM OF OFFICE**

Anne-Marie Brooks, Mayor	03/2023 – 03/2028
Ray Kerr, Vice Mayor/Commissioner District 2	03/2022 – 03/2026
David Tagliarini, Commissioner District 1	03/2022 – 03/2026
Eddie McGeehen, Commissioner District 3	03/2023 – 03/2027
Housh Ghovae, Commissioner District 4	07/2024 – 03/2027

**ANNUAL SALARY - (City Charter, Section 2.2(B) and Ordinance 2023-23)**

Mayor	\$10,000
District Commissioner	\$7,500

**INDUCTION INTO OFFICE – MARCH 12, 2025, BOC REGULAR MEETING**

- Anne-Marie Brooks, Mayor (3-Year Term to 03/2028)
- Eddie McGeehen, District 3 Commissioner ( 2-Year Term to 03/2027)
- Housh Ghovae, District 4 Commissioner (2-Year Term to 03/2027)

**APPOINTMENT OF VICE MAYOR – MARCH 12, 2025, BOC REGULAR MEETING**

- Ray Kerr, Vice Mayor/Commissioner District 2 – (03/2025-03/2026)

**BOARD OF COMMISSIONERS MEETING ATTENDANCE**

- January 8, 2025, BOC Regular Meeting – *All present*
- January 22, 2025, BOC Regular Workshop – *All present*
- February 12, 2025, BOC Regular Meeting – *All present*
- February 26, 2025, BOC Joint Workshop with Civil Service Commission – *Vice Mayor Tagliarini and Commissioner McGeehen absent*
- February 26, 2025, BOC Special Meeting (for a shade meeting) - *Vice Mayor Tagliarini and Commissioner McGeehen absent*
- February 26, 2025, BOC Regular Workshop - *All present*
- March 12, 2025, BOC Regular Meeting – *All present*
- March 26, 2025, BOC Budget Workshop Meeting – *All present*
- March 26, 2025, BOC Regular Workshop Meeting - *All present*

## PROCLAMATIONS

### February 26, 2025, BOC Regular Workshop Meeting

- Flood Awareness Week Proclamation; March 3 – 9, 2025

## PRESENTATIONS

### January 8, 2025, BOC Regular Meeting

- Senator Nick DiCeglie – Hurricanes and storm-related issues. He offered his assistance and asked that the City of Madeira Beach consider him a resource to help do whatever is necessary to help Madeira Beach move forward.

### February 12, 2025, BOC Regular Meeting

- Madeira Beach Fire Department – Introduction of New Hires
- Madeira Beach Fire Department – Firefighter of the Year, 2025
- Madeira Beach Fire Department – Promotions
- Madeira Beach Fire Department – Recognition of Years of Service

## MEETING MINUTES APPROVAL

### January 8, 2025, BOC Regular Meeting – *Approved 5-0*

- 12-11-2024, BOC Regular Meeting Minutes
- 12-11-2024, BOC Regular Workshop Meeting

### February 12, 2025, BOC Regular Meeting – *Approved 5-0*

- 01-08-2025, BOC Regular Meeting Minutes
- 01-22-2025, BOC Regular Workshop Meeting Minutes

### March 12, 2025, BOC Regular Meeting – *Approved 5-0*

- 02-12-2025, BOC Regular Meeting Minutes
- 02-26-2025, BOC Special Meeting Minutes (for a Shade Meeting)
- 02-26-2025, BOC Joint Workshop Meeting with Civil Service Commission Meeting Minutes
- 02-26-2025, BOC Regular Workshop Meeting

## PUBLIC HEARINGS – ORDINANCES

### **Ordinance 2025-01, New Personnel Policy**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, ADOPTING A NEW PERSONNEL POLICY; REPEALING ORDINANCE 2019-13; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 29, 2025, Civil Service Commission Meeting
- February 26, 2025, BOC Joint Workshop Meeting with Civil Service Commission
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*  
Mayor Brooks wanted certain changes made. The City Attorney said he would prepare them for discussion at the April BOC Regular Meeting before voting on the ordinance.

- April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing –

**Ordinance 2025-02, Amendment to Civil Service Commission Duties & Responsibilities**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING DIVISION 4 OF ARTICLE III OF CHAPTER 2 OF THE MADEIRA BEACH CODE OF ORDINANCES RELATING TO THE CIVIL SERVICE COMMISSION; PROVIDING FOR CONFLICT, CODIFICATION, AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 29, 2025, Civil Service Commission Meeting
- February 26, 2025, BOC Joint Workshop Meeting with Civil Service Commission
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing –

**Ordinance 2025-03, Post Termination Hearings; Hearing Officer**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, ADDING DIVISION 5 (POST TERMINATION HEARINGS; HEARING OFFICER) TO ARTICLE III OF CHAPTER 2 OF THE MADEIRA BEACH CODE OF ORDINANCES; PROVIDING FOR CONFLICT, CODIFICATION, AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 29, 2025, Civil Service Commission Meeting
- February 26, 2025, BOC Joint Workshop Meeting with Civil Service Commission
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing –

**Ordinance 2025-04, Planned Development**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING CHAPTER 110 ZONING, ARTICLE V. DISTRICTS, DIVISION 10, PD., PLANNED DEVELOPMENT, OF THE CITY’S LAND DEVELOPMENT CODE PROVIDING FURTHER INFORMATION ON INTENT AND PURPOSE; INCLUDING DIMENSIONAL REGULATIONS; SPECIFYING REQUIREMENTS FOR THE APPLICATION FOR PD ZONING; CLARIFYING THE REVIEW CRITERIA FROM THE LOCAL PLANNING AGENCY; CLARIFYING THE REVIEW CRITERIA FROM THE BOARD OF COMMISSIONERS; INCLUDING STANDARD OPERATING ADJUSTMENTS IN THE CHANGES OF DEVELOPMENT PLAN; AND INCLUDING OPTIONS FOR TIME EXTENSIONS; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 22, 2025, BOC Regular Workshop Meeting
- February 12, 2025, BOC Regular Meeting - 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- March 12, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 4-1 with removal of a paragraph (Commissioner Tagliarini against)*

Section 110-387, Permitted uses and dimensional regulations (p. 248 of packet) - REMOVED third paragraph: “PD developments located in the Traditional Village, Commercial Core, Boardwalk, and Low Intensity Mixed Use Character Districts of the John's Pass Village Activity Center cannot exceed the height limits prescribed in Appendix D—John's Pass Village Activity Center Development Standards.”

**Ordinance 2025-05, Temporary Shelters on Residential Property**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING CHAPTER 94 FLOODPLAIN MANAGEMENT, DIVISION 10. FLOOD RESISTANT DEVELOPMENT, ARTICLE I. BUILDINGS AND STRUCTURES, SECTION 94-103. MANUFACTURED HOMES AND RECREATIONAL VEHICLES, OF THE CITY’S LAND DEVELOPMENT CODE PROVIDING FOR THE USE OF RECREATIONAL VEHICLES AS TEMPORARY SHELTERS ON RESIDENTIAL PROPERTIES FOLLOWING A NATURAL EMERGENCY; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- December 11, 2024, BOC Regular Workshop Meeting (Agenda Item 6.B. RVs & Campers)
- January 22, 2025, BOC Regular Workshop Meeting
- February 12, 2025, BOC Regular Meeting - 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- March 12, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*

**Ordinance 2025-06, Amendment to Capital Improvement Element of the Comprehensive Plan**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS ELEMENT OF THE COMPREHENSIVE PLAN OF THE CITY OF MADEIRA BEACH TO UPDATE THE CAPITAL IMPROVEMENT PROGRAM (CIP) SCHEDULE OF CAPITAL IMPROVEMENTS FOR FISCAL YEARS 2025 THROUGH 2030; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 22, 2025, BOC Regular Workshop Meeting
- February 12, 2025, BOC Regular Meeting - 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- March 12, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*

**Ordinance 2025-07, Adult Use Restriction**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH FLORIDA, CREATING SECTION 110-841 OF SUBDIVISION I (IN GENERAL) OF DIVISION 13 (ADULT ENTERTAINMENT USES) OF ARTICLE VI (SUPPLEMENTARY DISTRICT REGULATIONS) OF CHAPTER 110 (ZONING) OF THE CODE OF ORDINANCES TO PROHIBIT PERSONS UNDER THE AGE OF 18 YEARS TO ENTER, REMAIN IN OR PURCHASE GOODS OR SERVICES AT AN ADULT ENTERTAINMENT ESTABLISHMENT; TO PROHIBIT PERSONS UNDER THE AGE OF 21 YEARS TO BE AN EMPLOYEE OF AN ADULT ENTERTAINMENT ESTABLISHMENT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 22, 2025, BOC Regular Workshop Meeting
- February 12, 2025, BOC Regular Meeting - 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- March 12, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*

**Ordinance 2025-08, Amendment to Fees & Collections Manual**

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 CITY OF MADEIRA BEACH, FLORIDA, TO ADD A DECLARED DISASTER SANITATION FEE; REPEALING ORDINANCE 2024-22; PROVIDING FOR CONFLICT,

CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- January 22, 2025, BOC Regular Workshop Meeting (Agenda Item 7. B. Declared Disaster Sanitation Fee)
- February 12, 2025, BOC Regular Meeting - 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- March 12, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0*

**Ordinance 2025-09, Districts**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING SECTION 110-151 (ESTABLISHMENT OF DISTRICTS) OF CHAPTER 110 (ZONING) OF ARTICLE V. (DISTRICTS) DIVISION 1 (GENERALLY) OF THE CITY’S LAND DEVELOPMENT REGULATIONS; RENAMING THE C-1 ZONING DISTRICT TO JOHN’S PASS VILLAGE ACTIVITY CENTER; REMOVING C-2, JOHN’S PASS MARINE COMMERCIAL ZONING DISTRICT; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- February 26, 2025, BOC Regular Workshop Meeting (Agenda Item 6. A., Updates to the Code for C-1 and C-2 Zoning District)
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- **April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing –**

**Ordinance 2025-10, Accessory Structures**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING CHAPTER 110 (ZONING), ARTICLE VI (SUPPLEMENTARY DISTRICT REGULATIONS), DIVISION 4 (ACCESSORY STRUCTURES) OF THE CITY’S LAND DEVELOPMENT REGULATIONS TO RENAME THE C-1 TOURIST COMMERCIAL ZONES TO INCLUDE JOHN’S PASS VILLAGE ACTIVITY CENTER; ADD SETBACKS FOR EACH CHARACTER DISTRICT OF JOHN’S PASS VILLAGE ACTIVITY CENTER ZONING; AND REMOVE REFERENCES TO THE C-2 ZONING DISTRICT; PROVIDING FOR CONFLICT, SEVERABILITY AND CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

- February 26, 2025, BOC Regular Workshop Meeting (Agenda Item 6. A., Updates to the Code for C-1 and C-2 Zoning District)
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- **April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing**

**Ordinance 2025-11, Alcoholic Beverages**

AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING CHAPTER 110 (ZONING), ARTICLE VI. (SUPPLEMENTARY DISTRICT REGULATIONS), DIVISION 6. (ALCOHOLIC BEVERAGES) OF THE CITY’S LAND DEVELOPMENT REGULATIONS; PROVIDING FOR JOHN’S PASS VILLAGE ACTIVITY CENTER ZONING DISTRICT REGULATIONS; PROVIDING FOR PLANNED DEVELOPMENT ZONING DISTRICT REGULATIONS; REMOVING REFERENCES TO C-2, JOHN’S PASS MARINE COMMERCIAL;

PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

- February 26, 2025, BOC Regular Workshop Meeting (Agenda Item 6. A., Updates to the Code for C-1 and C-2 Zoning District)
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- **April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0***

**Ordinance 2025-12, Amendment to Fees and Collection Procedures Manual – Rental Pricing for City Facilities (Recreation Center, Recreation Complex, and City Centre Room)**

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 CITY OF MADEIRA BEACH, FLORIDA, TO PROVIDE FOR THE MODIFICATION OF HOURLY RATES AND ROOMS AVAILABLE FOR RENT WITHIN THE RECREATION CENTER AND CITY HALL AND REWORD THE REFERENCE TO SALES TAX COLLECTED THEREFOR; REPEALING ORDINANCE 2025-08; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- February 26, 2025, BOC Regular Workshop Meeting Discussion – Facility Rental Fee updates (Agenda Item 9. C. Facility Rental Fee Updates)
- March 12, 2025, BOC Regular Meeting – 1<sup>st</sup> Reading & Public Hearing – *Approved 5-0*
- **April 2, 2025, BOC Regular Meeting - 2<sup>nd</sup> Reading & Public Hearing – *Approved 5-0***

**PUBLIC HEARINGS – ALCOHOLIC BEVERAGE LICENSE APPLICATIONS**

January 8, 2025, BOC Regular Meeting

- 4COP Special Food Service Establishment Alcoholic Beverage License ABP 2025-01 - Dockside Dave's Restaurant, located at 14701 and 14703 Gulf Blvd. – *Approved 5-0*

**RESOLUTIONS**

**Resolution 2025-01, Public Records Exemption Resolution**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA, URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

- March 12, 2025, BOC Regular Meeting – *Approved 5-0.*

**CONTRACTS/AGREEMENTS/PURCHASES**

- JCB 35Z-1 Compact Excavator Purchase – Sourcewell Contract - \$59,040 – *Approved 5-0*
  - January 8, 2025, BOC Regular Meeting

- Tampa Bay Psychology Services LLC Agreement for Psychological Evaluation and Counseling Services for Fire Personnel @ \$165.00 per individual counseling session
  - January 22, 2025, BOC Regular Workshop Meeting
  - February 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Public Works/Satellite Building Department Design – Engineering proposal with Pennoni for the public works building for \$62,050.00
  - January 22, 2025, BOC Regular Workshop Meeting
  - February 12, 2025, BOC Regular Meeting – *Approved 4-1; Commissioner Kerr voted against*
  
- AAA Florida Traffic Safety Grant – to increase the road for the firefighters while responding to an accident or an emergency call
  - February 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Saltwater Destination Agreement – 2<sup>nd</sup> Amendment - Five-year extension from October 22, 2024, through October 21, 2029, to provide chairs and umbrellas on the sand in front of Archibald Park.
  - January 22, 2025, BOC Regular Workshop Meeting
  - February 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Emergency Bridge Loan Program – Request for Application
  - January 22, 2025, BOC Regular Workshop Meeting
  - February 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- DSK Law Engagement Letter to serve as Special Magistrate for the City of Madeira Beach
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- CAP Government Agreement – Building Services
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- John’s Pass North Jetty Mobility Mat
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 4-1 (Commissioner Ghovae against)*
  
- Purchase for Rear Load Containers
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- ITB 25-02 Purchase Rear Load Replacement Containers Contract Approval
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Archibald Parking Lot and 142<sup>nd</sup> Beach Access Repair Approval
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- RFP 25-03 Madeira Beach Recreation Center Interior Hurricane Repairs



- February 12, 2025, BOC Regular Workshop Meeting
- March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Master Pyro, LLC – Fireworks Displays
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*
  
- Facility Use Agreement
  - February 12, 2025, BOC Regular Workshop Meeting
  - March 12, 2025, BOC Regular Meeting – *Approved 5-0*

## BOARD APPOINTMENTS

## WORKSHOP AGENDA SETTING FOR UPCOMING WORKSHOP LIST

### January 8, 2025, BOC Regular Meeting (January 22, 2025, BOC Regular Workshop)

- Ordinance 2025-06, CIP Update in Comprehensive Plan
- Ordinance 2025-04, Planned Development
- City Information Dissemination
- Grant Writing
- Military Court of Honor
- FY 25 1<sup>st</sup> Quarter Financial Update
- John’s Pass Dredging Update
- Post-Hurricane Update
- Presentation: Advanced Engineering Design, Rebuilding Madeira Beach
- Ordinance 2025-05, Temporary Structures on Residential Property after Natural Emergencies
- Mulch
- New Website Quotes
- Information Officer
- Task Force Committee

#### **Added:**

- Amendment to the City’s adult use establishment ordinance (City Manager)  
A legislative change last year required the City to update its ordinance on adult use establishments because it increased the minimum age.
- 2025 Florida Legislative Session (Commissioner Kerr)
  - Infrastructure funding request for Senator DiCeglie
  - Create a preliminary list they can discuss and add to so they can prepare it to send off at the end of the workshop.
  - If they are interacting with FEMA about the insurance, let them know that it is ridiculous to elevate four feet above base flood elevation and not calculate it into the insurance premium. Homeowners will be elevating their homes at a very high cost and then hit with \$8,000 to \$10,000 insurance premiums when there is nothing they are insuring. It is excessive.
- Tom and Kitty Stuart Park Discussion (Commissioner Ghovae)
- Department heads to give updates on damage repairs they are making due to the hurricanes and the storms (Mayor Brooks)

February 12, 2025, BOC Regular Meeting (February 26, 2025, BOC Joint Workshop with Civil Service Commission)

- Ordinance 2025-01, Employee Personnel Policy
- Ordinance 2025-02, Civil Service Commission Duties
- Ordinance 2025-03, Post Termination Hearings; Hearing Officers

February 12, 2025, BOC Regular Meeting (February 26, 2025, BOC Regular Workshop)

- Post-Hurricane Update
- Information Officer
- Task Force Committee
- Key to the City Discussion
- Post-Hurricane Update – Recovery, Rebuild, Permitting, FEMA, FDEM
- FY 25 Financial Update & Storms Damage Assessment (also discussed at 12-11-2024 BOC Workshop)
- City Street Ends Project Update
- ITB 20-02: Approval of contract for Purchase of Rear-Load Replacement Dumpsters
- Dumpster Purchase Approval
- Update on the Jetty, Dredging, and Military Court of Honor (Mayor Brooks)

March 12, 2025, BOC Regular Meeting 6:00 P.M., MARCH 26, 2025 BOC REGULAR WORKSHOP (BOC Budget Workshop, 4:00 p.m.)

- BOC Policy Handbook (Resolution 2025-02)
- FY 2025 Financial Update & Storm Damage/Insurance
- City Hall Ground Floor Repair
- City Hall Ground Floor New Construction – Status
- Texting Service - City Information
- Post-Hurricane Update - Recovery, Rebuild, Permitting, FEMA, FDEM
- Honor Court
- John's Pass Dredging
- Grant Works - Existing Agreement

**Added:**

- Pocket Parks Update
- Library 60-Day Budget Extension
- Vision for the Marina during the Budget Workshop
- Captain Melvin Jackson with PCSO
- Snack Shack Agreement
- Tom and Kitty Stuart Park Update
- Update on the repairs at the Pinellas County Park
- Commissioner Ghovae asked for an update on the repairs to State Road 666 over the causeway. The City Manager said he would contact Pinellas County and follow up. Director Wepfer said the potholes along 150th Avenue are from failing utilities, and the County is aware of them.

**BOC WORKSHOP MEETINGS & REGULAR MEETINGS UPDATES - DISCUSSIONS**

#### January 8, 2025, BOC Regular Meeting

- **John's Pass Dredging Update** - The City Manager presented the item and gave an update on the John's Pass dredging project. They would not know the hurricane's impact until next week's meeting with the Department of Environmental Protection. The condition is similar to what it was before the hurricanes. Without any study or investigation under the water, it is difficult to determine. The contractor, Aptim, has also been out to the site, but they do not yet know the assessment. Nothing has happened in the area since 2018 regarding dredging or sand removal. The Department of Environmental Protection asked that they obtain a right of access or a construction easement from the adjacent property owner. It was not an issue with the property owner. The dredging will occur over the next several months. At the next workshop, Nicole Sharp, on behalf of Aptim, will be there to provide an update.
- **John's Pass Park Jetty Repair** - The City Manager said last week that the city staff had removed the remaining broken concrete and the rebar. It has been used considerably within the last couple of weeks. He showed pictures of what it now looks like: a sand walkway. They need the Board's direction on moving forward to bring back a cost at the workshop meeting. Should they leave it as is, add a sidewalk, or add a Mobi mat for the entire way? Tomorrow, they are meeting with the County for suggestions or any requirements. They will not need a permit from the US Army Corps because their jurisdiction is the waterway. Public Works Director Megan Wepfer said getting a mobility mat today is much easier than before because it only requires a field permit. Commissioner Ghovae said DEP will not allow concrete waterward of the CCC line. The City Manager said they would discuss that to see what they suggest.
- **Hurricane Updates – Recovery, Rebuild, Permitting, FEMA, FDEM 2025 Florida Legislative Session** – The City Manager reported the update and said the City's goal has been and continues to be to repair, restore, get everybody back into their homes, and make the City look better. He received a request from dozens of individuals wanting the City to keep the laundry and shower trailers. He forwarded that information to the Board. The trailers were set to be demobilized this Saturday, January 11, according to the timeframe given to them by the Florida Department of Emergency Management. The owner said the trailers could stay. The State said they could only remain if the City took over their agreement. Currently, the State pays the cost, and the City pays the cost. That cost has not been provided yet. The ones that the City paid for with the first storm were like \$160,000 for a month. There were six trailers, two for showers and four for bathrooms. The City Attorney said the item was not on the agenda. They do not have a contract, they do not have a cost, and they no longer have an emergency. The Board will be violating its Code to approve continuing something, especially in the range of \$150,000, without the information and without following the Code. He strongly recommended that they not go down that path. They could discuss it, but cannot go down that path until properly vetted. The Board agreed with the City Attorney.
- **2025 Florida Legislative Session** - City Manager Robin Gomez said the Legislative Session begins in less than two months. They have worked with the Legislative Delegation to attempt to secure funding. The City had some success last year in obtaining funding for the dredging, the seawall repair, and replacements this year. They have been working with the Big-C on common issues. He would have Shumaker at the meeting to give an update. Commissioner Kerr said he understands that their representative with Shumaker has changed, but they have never met them. Mayor Brooks said that should be high on the list.

#### January 22, 2025, BOC Regular Workshop Meeting

- **Ordinance 2025-07, Minimum Age for Adult Use Establishments F.S. 787.30** – The City

Attorney explained that the Florida Legislature created a new statute (FS 787.30) that requires the City to create Section 110-841 of the Land Development Code. More specifically, the statute sets the minimum age for employment at adult-use establishments at 21 as of January 1. An ordinance will be brought forward to make that change.

- **Post-Hurricane Recovery, Rebuilding, Permitting, FEMA, FDEM** - Marci Forbes, Community Development Engineer, and the City Manager gave the update. (also discussed at 12-11-2024 BOC Workshop)
- **Rebuilding Madeira Beach** – Presentation by Advanced Engineering (also discussed at 12-11-2024 BOC workshop)
- **Mulch** - Community Development Director Rowan explained that the Florida Statutes stated that a local government ordinance may not prohibit or be enforced to prohibit any property owner from implementing Florida-friendly landscaping on his or her property. They are restricted on what they can restrict in the LDRs. The City Attorney said a better approach would be to get their legislative delegation to add an exception to the statute for coastal communities or those within a mile or two miles of the coast. It could be added to the definition in the statute. That would give the right to prohibit it. (also discussed at 12-11-2024 BOC Workshop)
- **Ordinance 2025-05, Temporary Shelters on Residential Property** - Director Rowan said Florida Statute 166.0335 prohibits municipalities from prohibiting one temporary shelter on residential property after the Governor declares a state of emergency. They met with the Florida Division of Emergency Management (FDEM). They reviewed the City's floodplain ordinances and asked that the City update them by acknowledging the Florida Statute. So, it is placing that into the City's LOR and in the FIP requirements. They would combine the two requirements and amend a section of the City's code.
- **Ordinance 2025-04, Planned Development** - Director Rowan explained the changes to be made:
  - The changes included grammatical changes throughout the ordinance, including how it flows.
  - It includes the projects being the initial review, and they will gain further details throughout the process.
  - It includes the addition of stepbacks within the setbacks in flexibility.
  - The PDs in the traditional village commercial core boardwalk and low-intensity mixed-use character districts within the John's Pass Village Activity cannot exceed the height limitations within the development standards.
  - It includes additional information on the PD narrative and why the project requests flexibility in the zoning district's land development regulations before rezoning to PD.
  - It includes the impact of neighboring properties in the use and development pattern.
  - The City Clerk and Community Development Department are added to the list to receive the required neighborhood meeting mailers.
  - The sidewalk width changed to 10 ft wide, and the BOC can reduce the width if there are any limitations.
  - It includes clarifications on the changes to the development plan that do not need BOC approval.
  - They added a second sentence to Sec. 110-396 to clarify a minor modification.
- **Ordinance 2025-06, Amendment to Capital Improvement Element of Comprehensive plan** - Director Rowan said the ordinance updates the comprehensive plan to include the CIP that the Board voted on in October since they did not have Planning Commission meetings. It is something they do every year.

- **Military Court of Honor** – The City Manager said the item has been a capital project going on for two years and is looking to complete it. The engineering plans in the packet are almost complete. The Court of Honor will be located at Patriot Park just west of the 911 Memorial, in the area currently occupied by a kiosk. They want to have the design details over the next few weeks and then issue an invitation to bid, hopefully no later than March.
- **Saltwater Destination Beach Concession Agreement—2nd Agreement** - The City Manager said the City has an agreement to have a Beach Equipment Concession Agreement with Saltwater Destinations LLC to provide beach chairs and umbrella rentals to visitors at Archibald Park for five years, with one additional five-year renewal. Saltwater has requested to extend the Agreement with no changes for the additional five-year period ending in October 2029. The chairs and umbrellas are available to the public from 9:00 a.m. to 5:00 p.m. when the weather is a little sunnier.
- **Tampa Bay Psychology Associates Services Agreement** - The City Manager said the item is a request to continue the service at \$165.00 per individual counseling session for the Madeira Beach fire personnel. It impacts the Fire Department's budget. They will monitor the costs.
- **HR, Classification, & Compensation Plans Study Update** - The City Manager said in July 2024, the Commission approved an agreement with the RSC Insurance Brokerage, Inc., dba Risk Strategies Company (Gehring Group) to perform a human resources compensation and classification plan study mainly to look at and evaluate existing positions for a variety of components such as comparisons with salaries, how they compare with other cities, look at their job classifications to make sure that positions are appropriately classified, ensure that positions are appropriately classified as exempt or non-exempt, meaning that they are hourly subject to overtime or salaried. They could not get the Gehring Group to present at the meeting. They did provide an update on the study that should be concluded next month. They will give an in-person presentation at the Civil Service Commission meeting next week (January 29 at 4 p.m.).
- **City Information Dissemination** - The City Manager said they send out information by various methods and are looking at enhancing that to ensure the content is correct, clear, and concise. They are also looking to send the information through text.
- **City Web/Internet Site** – The City Manager said it has been about four or five years since the redesign of the City’s website and is considering doing it again. The departments are responsible for maintaining and updating the information on their web pages. The Board asked that the information on the website be correct, more transparent to the public, and easier to find. (also discussed at 12-11-2024 BOC Workshop)
- **Grant Writing**—The City Manager said they could use a vendor, Grant Works, on the Florida League of Cities website to provide grant writing services. He will bring a cost to the Board to utilize the service. The Mayor said Linda Chaney’s Office has offered help searching for grant opportunities. Commissioner Kerr said they needed a procedure for looking for grants. When they know they have capital outlay, part of the process would be to look for grants. The City Manager said they would make it an active part of the process for equipment and projects. Some departments are already doing it.
- **Shumaker Advisors – Jim Taylor** – He explained they lobby and advocate for the needs of the City.
- **John’s Pass Dredging Update – Aptim Presentation** - Nicole Sharp, representative of Aptim, gave an update on the John's Pass dredging project. They have been providing the Army Corps of Engineers and the State Department of Environmental Protection (DEP) with information and reassurances that the project benefits the community and the functioning of the inlet system. They

are in the final stages of getting state and federal permits to start the work. He did not anticipate any issues. They hope to be out there by June and would request an extension if needed.

- **Q1 FY 2025 Financial Presentation, Including Post-Hurricane Update** – Finance Director Consultant Andrew Laflin gave the update.
- **Emergency Bridge Loan Program** - Financial Consultant Andrew Laflin presented the item. The Florida Commerce Municipal Emergency Bridge Loan program provides interest-free, short-term loans to municipalities impacted by federally declared disasters. The program is designed to help local governments maintain essential operations while awaiting additional funding or revenue recovery. The program is meant to supplement the operational shortfalls due to revenue loss. He will ask for the Board's approval to proceed with the application process at the next regular meeting, finalize the loan details, and bring the specifics back to the Board for final approval.
- **John's Pass North Jetty Update** - Public Works Director Megan Wepfer gave an update on the John's Pass North Jetty and on replacing the Mobi Mat.
- **Declared Disaster Sanitation Fee** - The City Manager said that many residents have been displaced due to Hurricane Helene and called requesting to stop services. Staff are bringing forth a recommended declared disaster fee to be added to the fees and collection manual. The current monthly charge per dwelling unit is \$38.74, and the recommended disaster fee is \$10.00 per dwelling unit. Staff recommends that each single-family or multifamily dwelling unit meet the criteria of an active interior demolition or remodel permit to qualify for the reduced fee. He asked for direction from the Board. The Board consented to bringing a proposed ordinance to them for consideration.
- **Public Works/Satellite Building Department Design** - Director Wepfer explained the proposed project to construct a new public works facility that will incorporate a satellite office for the building department and possibly add training facilities for the fire department. The project has two phases: engineering services and construction. The budget is \$1.5 million for the design (\$62,050) and construction.

#### February 12, 2025, BOC Regular Meeting

- **City Manager – Post Storm Work** - Mayor Brooks explained that the City Manager and his family stayed at City Hall for a number of weeks following Hurricane Helene because they lost their home. He was working essentially 24 hours a day, 7 days a week. He was not living at City Hall, as portrayed on social media. The City Clerk said she also witnessed the City Manager working late at night and sometimes at 1:00 a.m. She was there working late on the Laserfiche project.

#### February 26, 2025, BOC Joint Workshop with Civil Service Commission

- **Ordinance 2025-01, Employee Personnel Policy**
- **Ordinance 2025-02, Civil Service Commission Duties**
- **Ordinance 2025-03, Post Termination Hearings; Hearing Officers**  
The Board consented to the three proposed ordinances for 1<sup>st</sup> reading at the March 12<sup>th</sup> BOC Regular Meeting.

#### February 26, 2025, BOC Regular Workshop

- **Key to the City** - *The Board's consensus was to discuss fair criteria for moving forward at the March 26, 2025, BOC Regular Workshop Meeting when discussing the BOC Policy Handbook.*

- **Task Force Committee** – *The Board thought that Town Hall meetings with a specific topic were a better way to get community input.*
- **Information Officer** – The City Manager said the department directors were responsible for maintaining and updating their information on the web pages. He is looking to change the design and feel of the website. Commissioner Kerr asked the City Clerk to send the meeting minutes through Constant Contact. Commissioner McGeehen said sending information out by text would be better. *The Mayor asked the City Manager to bring an update on the texting to the next meeting, with a cost and how they would implement it. The Board consented.*
- **SBA Loans—Rick Morales** - *This item was not discussed, and the presenter was not present at the meeting.*
- **John’s Pass Dredging** - The City Manager said they heard back from the Florida Department of Environmental Protection (FDEP). They visited the site in July and requested additional information. The City’s contractor, Aptim, replied with the information. They expect to hear back within 30-60 days. Upon receipt of the permits, a bid will be issued, and the dredging can be completed by June 2025. He follows up with Aptim weekly to see the status of FDEP and the U.S. Army Corps. They can have an extension through December 2025. He will send that request next week. They are looking to complete the dredging by June but do have until the end of this year to complete it. Mayor Brooks said that it would be difficult to meet a June or July deadline given the timeline. Representative Chaney could help with that, but she is frustrated because of the lack of communication from City Hall. The Mayor asked the City Manager to work on his relationship with Representative Chaney so they would be more willing to assist the City in getting project funding.
- **Honor Court** - The City Manager said the City expects to receive complete and final design details to bring back to the Board at the March workshop. They budgeted \$250,000, but it will likely be higher than that. They will give an update at the March workshop.
- **City Purchasing** - The City Manager reported on the item. Department heads or their designees can purchase anything up to \$5,000. Any item over \$5,000 and up to \$30,000 requires obtaining three quotes. Any item or service over \$30,000 requires a formal competitive bid. Exceptions would be if they were sole-sourcing or using another government contract by piggybacking or a purchasing agreement. Mayor Brooks said she did not think increasing it to \$30,000 for the City Manager was intended to be used for anything that would be a major change to the community. Purchasing is different than discussing something. *The Board asked that the City Manager bring things to them that will impact the community and citizens for discussion. They want to be better informed beforehand.*
- **CAP Government Agreement for Building Department Services** - The City Manager said the building official resigned, and the position is advertised. In the meantime, they are piggybacking on an agreement with another City to utilize a building official and to do inspections. Commissioner Kerr said the Agreement is expensive, but they have no choice until they hire someone.
- **Updates to the Code for C-1 and C-2 Zoning District** - Community Development Director Jenny Rowan said staff reviewed the Land Development Regulations and found three different places that referenced the C-1 and C-2 Zoning Districts, which need to be revised because of the adoption of John’s Pass Village Activity Center. The amendments respond to the adoption of the Activity Center. Three ordinances will update the section. Andrew Morris, Community Development Long Range Planner, explained the changes to be made. He said Forward Pinellas

reviewed the ordinances, and their letter will be attached to them at the first reading. *The Board consented to moving forward with the ordinance.*

- **Post-Hurricane Update Recovery, Rebuild, Permitting, FEMA, FDEM** - The City Manager and Director Wepfer gave the update.
- **FY 2025 Financial Presentation – Through January 2025** - Finance Director Consultant Andrew Laflin gave the update.
- **John’s Pass North Jetty Update** - Director Wepfer gave the update. They would need to submit a 408 Application. *The Board consented to her proceeding with the temporary Mobi Mat permitting.*
- **ITB 25-02 Purchase Rear Load Replacement Containers Contract Approval** - Director Wepfer explained the item. Iron Container bid the lowest. She proposed proceeding with awarding a three-year contract with them. *The Board consented to moving forward.*
- **Purchase for Rear Load Containers** - Director Wepfer explained that replacing the rear-load dumpsters is in response to Hurricane Helene's impact. The storm caused substantial damage to the existing dumpsters for all multifamily and commercial properties, as they were submerged in saltwater, and some were washed away. The ITB 25-02 Purchase Rear Load Replacement containers submittal price from Iron Container is \$36,145.00. The purchase cost will be submitted to FEMA for reimbursement due to Hurricane Helene. *The Board consented to moving forward.*
- **City Street Ends Project Update** – Director Wepfer gave the update. On 134<sup>th</sup> Avenue East, the home that shared a driveway with that park has now been demolished. They would no longer need to provide a driveway through the street end to that parcel. Changing Tides on 134<sup>th</sup> Avenue and Boca Ciega Drive has an application for complete demolition. The City will not need parking pavers because the new development will be responsible for doing that. Director Wepfer said she forgot to budget for the item and will bring it back for approval. *The Board consented to moving forward.*
- **RFP 25-03 Madeira Beach Recreation Center Interior Hurricane Repairs** – Recreation Director Jay Hatch said staff recommended the approval and award of contract with Grosz Construction Company, Inc. for \$57,700 for RFP-25-03. *The Board consented to moving forward.*
- **Facility Use Agreement** - Director Hatch explained the item. Staff recommended moving forward with the Facility Use Agreement with Burton Meiring, LLC dba Simple Weddings. *The Board consented to moving forward.*
- **Facility Rental Fee Updates** - Director Hatch said adjustments will be made to the existing fee structure. *The Board consented to moving forward.*
- **City Sponsored Firework** - Director Jay Hatch said it is the final one-year extension request for Master Pyro, LLC. The staff recommended proceeding with it. The recommended dates in 2025 are March 15, May 3, July 3, and November 8. *The Board consented to moving forward.*

#### March 26, 2025, BOC Regular Workshop

- **2025 BOC Policy Handbook** – The Board of Commissioners had no changes and consented to moving it forward to the April 2, 2025, BOC Regular Meeting for a vote. A policy for presenting a Key to the City was discussed. The Board decided to take the time to read through the information provided by the City Attorney, discuss it at a future meeting, and adopt it by a separate resolution from their handbook. Since they have no changes, they can move forward with their handbook and vote on it at their next meeting.



- **Captain Melvin Jackson, Pinellas County Sheriff's Office** - Captain Melvin Jackson introduced himself to the Board and said he was grateful to be back serving the citizens of Madeira Beach.
- **John's Pass Dredging**—The City Manager gave an update. Mayor Brooks expressed concern that there seemed to be no sense of urgency and commitment on the single largest project the City has been working on for over two and a half years. She had asked that Aptim be at the meeting so she could ask them those questions. It is easy for them to write back their responses. It just does not add up. There is no sense of urgency there. The City Manager said he will make sure it happens. He had already expressed that to them.
- **Gulf Beaches Public Library - FY 26 Budget Request** - The Board consented to the July 15<sup>th</sup> extension and felt no need to vote on it at the next meeting. They are at the beginning of budget season and did not feel it was an issue. The Library had plenty of time to submit the budget by July 15<sup>th</sup>.
- **City Information Dissemination - Texts** – The City Manager explained the new text program. The Mayor said she did not want people to opt out because they are overwhelmed with marketing information. She does not want them having to choose what text messages to get. It should be emergency information specific. The City Manager said it would not be used for special events or marking information. He will make it for emergency information or if there is an urgency and immediacy to get information out. Vice Mayor Kerr said it could always be improved on.
- **Post-Hurricane Update - Recovery, Rebuild, Permitting, FEMA, FDEM** – The City Manager, Community Development Engineer Marci Forbes, and the Mayor gave an update. The Mayor said she looked forward to getting new software that FEMA would use in those situations. They would train locally. It could have a trickle-down effect on the city in the future, helping the residents get through the process. It was Representative Luna's meeting that she and Mr. Forbes attended to learn all that. Luna has been great to them as a community. She looked forward to getting information to share from a follow-up to that meeting.
- **Financial Overview Presentation—Through March 2025**—The City Manager gave the overview. They have received over \$700,000 in insurance proceeds for damages to city property and contents that need to be replaced or have been replaced. Yesterday, their insurance company brought another engineering firm to examine the structure. They are waiting for the report, which should be received next week. They will discuss the report at the April workshop. The goal is to put the snack shack building back together. The insurance company stated the repairs will be covered. Vice Mayor Kerr asked when they could get a ballpark summary of the loss of revenue. They are applying for the 10-year no-interest loan. Many of the expenses will be covered by FEMA. The City Manager said that it would be provided at the next budget workshop in April. The Mayor said they have seen the same financial document a couple of times at their meetings, and some of it does not look to be updated. They will have a better idea of the dollars if the updates are there.
- **City Marina**—The City Manager gave an overview. It is an enterprise fund, meaning the expenses are covered by revenue related to the marina's uses. There have been discussions concerning possible uses there. Could a restaurant be there, for example, or a high and dry? The land was given to the City to remain open to the public and for public use only. Mainly for marina activities. Marina Manager Brian Crabby said that to make any changes or get the restrictions removed from the deed, they would have to write to the Florida Governor and Cabinet for approval. If they could get that done, the better. More traffic would be at the marina, and more people would stop there. Commissioner McGeehen said writing to the governor to release the restrictions would be great.

- **Public Works / Satellite Building Change Order** – Public Works Director Megan Wepfer explained that an error occurred. The architectural and structural engineering services were not included in the original approval. Following the staff’s discussion with Pennoni, they provided a breakdown for Tasks 3 and 4 to include both services for an additional \$88,610.00. Funds are available in the budget to cover the change order costs. The total amount, including the \$62,050 already approved for the engineering services, is \$150,660.00. Commissioners Tagliarini, McGeehen, and Mayor Brooks supported the change order. Vice Mayor Kerr said he was undecided. Commissioner Ghovae opposed it. *The consensus was to move forward to a vote.*
- **Boca Ciega Street End Project Update 3-26-2025** - Director Wepfer said due to Hurricane Helene, the scope of the project has changed by eliminating the driveway for the adjacent property at 134th and Boca Ciega Ave. and the parking spaces at 134th and Boca Ciega Dr. She is ready to send it out for a bid and plans to have it out by April 4. She will have a pre-bid meeting a couple of weeks later. The FY 2024 budget had a \$150,000.00 budget, which the finance department will add as a budget amendment for FY2025. *The consensus was to move forward to a vote.*
- **Automated Side Load Garbage Truck Lease Agreement** – Director Wepfer said the Board’s consensus on November 22, 2023, was to move forward with the lease with RDK Truck Sales rather than purchasing. The original 13-month lease agreement expires on May 1, 2025, and staff requests an additional 13-month extension. The agreement with RDK Truck Sales promised no downtime when the truck needed repairs. The lease is \$110,500 at \$8,500 per month, which is budgeted in the FY 2025 sanitation and rentals and leases account. It is a piggyback off the Polk County Contract 2024-030. The City Manager said a side loader's advantage is that it only requires one employee to operate it. By leasing another, one will always be available if it is being maintained or repaired. *The consensus was to move forward with the 13-month lease for approval.*
- **Tom & Kitty Stewart Park Hurricane update** - Director Wepfer explained the item. They are waiting on engineering services before they can put the park plan out to bid. It would probably take about four months from bid to contract issuance. Marcus Winters, representing Caddy’s, requested permission to temporarily move a section of the fence so cars could safely enter his property. Commissioner Ghovae asked if there was an existing private easement between Caddy’s and the City property. The development agreement provided for a 5-foot easement to the City to allow for additional parking on the north side of the lot. The development agreement facilitated access from Gulf Boulevard through the park into Caddy’s. The City Attorney said the development agreement has expired. The easement runs with the property. There was no cross-easement access agreement. The City Manager said there is no written document giving them access. The City Attorney said they are only asking for temporary access. They do not need to provide anything long-term. *The Board was in favor of moving the fence as long as the right agreement was drawn up. The City Attorney was directed to draft the indemnification agreement and get them to sign it. It does not need to come back to the board.*
- **Court of Honor update** - Director Wepfer explained that the proposed project will consist of an octagon shape in the center of Patriot Park, where the middle pavilion is currently located. The materials for the project will consist of decorative concrete, a decorative construction circular ring around the point of the stars, and a five-point star consisting of stained concrete. The five-point star will have one military branch at each point, an American Flag at the center, and four benches along the exterior for patrons to sit and enjoy the space. The project is ready to be placed out to bid with the consensus to proceed as designed. There is a \$250,000 budget in FY 2025 for

the project's construction. Commissioner Ghovae proposed continuing the width of the sidewalk into the park to make it wider to the west. They are improving the site and should build a sidewalk. The Mayor suggested putting it out to bid and adding the sidewalk after they get the cost. Commissioner Ghovae said he was okay with it. Director Wepfer said it would be problematic to widen the sidewalk because of the underground utilities.

- **Archibald Park Update** - Director Wepfer said they received significant input from the public voting on the mural design. The one with the turtle and the palm trees won. Lucy has already started working on it. There are two laser-cut sea turtles on the west side of the building. They will start pouring concrete for the park tomorrow. The milling and resurfacing are scheduled to begin next week. The park and restrooms should be ready to open by April 8, as long as they pass the final inspections.

## **BOC SPECIAL MEETINGS – SHADE MEETINGS**

### February 26, 2025, BOC Special Meeting (for a shade meeting)

- The City of Madeira Beach v. Wannemacher Jensen Architects, Inc. and Hennessy Construction Corp., Case No.: 23-007114-CI, Circuit Court of the Sixth Judicial Circuit in and for Pinellas County, Florida.

## **BOC SPECIAL MEETING – FY 2026 MILLAGE RATE & FY 2026 BUDGET HEARINGS**

### September 10, 2025, BOC Special Meeting

- Adopt FY 2026 Tentative Millage Rate Ordinance and FY 2026 Tentative Budget Ordinance – 1<sup>st</sup> Reading & Public Hearing

### September 24, 2025, BOC Special Meeting

- Adopt FY 2026 Millage Rate Ordinance and FY 2026 Budget Ordinance – 2<sup>nd</sup> Reading & Public Hearing

## **BOC BUDGET WORKSHOPS**

### March 26, 2025, BOC Budget Workshop #1

- 5-Year Capital Improvement Plan Initial Discussion
- EOG DOGE Letter to Local Officials
- FY 2026 Budget Workshop & Adoption Timeline

### April 16, 2025, BOC Budget Workshop #2

- Review the 5-Year Capital Improvement Plan and discuss departmental capital improvement and equipment requests.

### May 28, 2025, BOC Budget Workshop #3

- Updated Capital Improvement Plan
- Position Listing & Benefits Overview

### June 25, 2025, BOC Budget Workshop #4

- Preliminary Budget Document

#### July 23, 2025, BOC Budget Workshop #5

- Ad Valorem Tax Analysis
- Preliminary Budget Book – Summary of Changes

#### August 27, 2025, BOC Budget Workshop #6

- Tentative Budget Book – Summary of Changes

### **MUNICIPAL ELECTIONS/APPOINTMENTS/RESIGNATIONS**

### **LETTER OF SUPPORT ITEMS**

### **REPORTS/CORRESPONDENCE – BOARD OF COMMISSIONERS & CHARTER OFFICERS**

#### January 8, 2025, BOC Regular Meeting

- **Board of Commissioners**
  - Board of Commissioners - 2025 BOC Meeting Schedule – The Board changed the Wednesday, October 8, 2025, BOC Regular Meeting to Wednesday, October 1, 2025, because the Mayor could not attend the meeting.
- **City Attorney**
  - No Report
- **City Clerk**
  - The City Clerk reviewed the January 2025 City Clerk Report. Announced the Oath of Office ceremony for the Board of Commissioners on March 12, 2025, at the regular meeting: Mayor and District 3 & 4 Commissioners. A Vice Mayor will be appointed. A small reception will be held in their honor before the meeting.
- **City Manager**
  - The City Manager thanked the Board for its continued support and interactions with the residents and businesses. It has been extremely helpful during post-storms. He appreciated the snacks brought in on Fridays by a Commissioner for the employees.

#### February 12, 2025, BOC Regular Meeting

- **Board of Commissioners**
  - **Board of Commissioners – 2025 BOC Meeting Schedule** - The Board rescheduled the BOC Regular Meeting from Wednesday, April 9<sup>th</sup>, to Wednesday, April 2<sup>nd</sup>, and the two BOC Workshop Meetings (Budget Workshop and Regular Workshop) from Wednesday, April 23<sup>rd</sup>, to Wednesday, April 16<sup>th</sup>. The times of the meetings did not change. The City Attorney said he would have someone to cover for him at the April 16<sup>th</sup> meetings.
  - Commissioner Ghovae would like to discuss the City Manager's spending limitation at an upcoming meeting. The City Manager said the procurement ordinance was changed. They removed the professional services exemption from their ordinance, but there were no changes to the spending levels. Anything under \$5,000 could be purchased using the City's purchasing cards. Anything over \$5,000 to \$30,000 requires three quotes. He can only approve purchases of up to \$29,999 based on the department having obtained three quotes for purchases exceeding \$5,000. Anything over \$30,000 requires it to be bid out. Some exceptions include a sole source, emergency purchase, or utilizing an existing bid. He is fine discussing it at a

future workshop. Vice Mayor Tagliarini said he was familiar with the discussion because it was discussed with the last Board. He thinks continuing discussions with the residents is the thing to do. It is not an old ruling; they have discussed it in the last couple of years.

- Commissioner McGeehen said he would like to discuss mosquito control. There are abandoned houses with full pools, which are black and have barnacles. The City Manager explained that Code Enforcement was actively involved and would continue to do so.
- Commissioner Ghovae said he had served on the Tampa Bay Regional Planning Council for six years and enjoyed serving. The Mayor said she currently serves on that board.
- Commissioner McGeehen thanked the lady who attended the meeting, who is studying public policy at St. Petersburg College. She did a great job and thanked her for the compliments.
- **City Attorney**
  - The City Attorney said the City had filed a lawsuit against Wannemacher Jensen Architects, Inc., and Hennessy Construction Services Corporation for issues occurring at the fire station and recreation center. So far, they have had three mediations, and their last one was fairly successful. He wants to bring a settlement proposal to the Board to settle the litigation. He requested a shade meeting to discuss those settlement negotiations on February 26th at 3:00 p.m. If scheduled correctly, they would have the shade meeting from 3:00 p.m. to 4:00 p.m., from 4:00 p.m. to 6:00 p.m., the joint workshop meeting with the Civil Service Commission, and then at 6:00 p.m., the regular workshop meeting. He does not expect the shade meeting to take more than an hour. The people present will be the Commission, the City Manager, himself, and one of the attorneys from Carlton Fields representing the City in the litigation. He will bring them up to speed on the litigation and hopefully get some direction from the Board. If successful in getting that direction, they will bring it back to the Board for settlement approval at the March 12th Commission meeting. Vice Mayor Tagliarini said he would not be there that day on February 26th until just in time for the 4:00 p.m. budget workshop meeting. The City Attorney said that everybody was not required to be there, but at least three Commission members must be there. If unable to make it, he could meet with Vice Mayor Tagliarini before or after the shade meeting. The City Attorney asked the City Clerk to send the notice out, and they will be prepared for the meeting.
- **City Clerk**
  - **City Clerk's Report – February 2025** - The City Clerk said she prepared an annual meeting report for the Board of Commissioners that she hoped they had an opportunity to review. She could modify it as the Board would like. She also added the Ordinance Index and the Resolution Index, which are helpful tools to refer to. She wanted to do that each year for the Board of Commissioners and keep it going at each meeting. Vice Mayor Tagliarini and Commissioner Kerr said the report was really good. Everything was in one place.
- **City Manager**
  - The City Manager reminded everyone to lock their vehicles and firearms. There have been vehicles broken into and firearms stolen. Captain Melve Jackson from the Pinellas County Sheriff's Office will introduce himself at the March workshop. He took the place of Captain Leiner, who retired. The Elevate Florida website was now open.

#### March 12, 2025, BOC Regular Meeting

- **Board of Commissioners**
  - **Board of Commissioners – 2025 BOC Meeting Schedule** - Vice Mayor Kerr asked for confirmation that no one should take a vacation in September since five commissioners must be present to vote on the budget and millage rate. The City Manager confirmed it.

- Mayor Brooks asked if they could include discussions of residents' comments on the agenda for every meeting before they adjourn. The City Manager said they would amend the agenda format in the BOC Policy Handbook at the next workshop.
- Mayor Brooks asked for clarification about Mr. Dillon's comment about permit fees not being free. The City Manager said all storm-related permits remain free. The City has received some non-storm-related permit applications that have been assessed the 1% fee. He would look into it. Vice Mayor Kerr said impact fees are not waived.
- Commissioner Tagliarini asked if there are only two days of inspections per week, and thought it should be increased to three. The City Manager said they would address it.
- **City Attorney**
  - The City Attorney updated the Board on the Fire Station settlement agreement. He hoped to present it to the Board at the April 2nd meeting.
- **City Clerk**
  - The City Clerk said she did not have time to do a February report. Two weeks ago, she had a two-day class, and she had a three-day class last week. She will prepare a report for March. The March report will include a list of city managers and city clerks over time, a history of municipal clerks dating back to the 1800s, and a description of their duties and responsibilities back then and what they are today. The City Attorney has been assisting her in that, which she appreciated.
- **City Manager**
  - The City Manager congratulated the Mayor and Commissioners of Districts 3 and 4. He reminded everyone of the upcoming events in March and the first Budget Workshop on the 26th.