



MINUTES

BOARD OF COMMISSIONERS REGULAR WORKSHOP MEETING APRIL 29, 2026 4:00 P.M.

The City of Madeira Beach Board of Commissioners held a regular workshop meeting at 4:00 p.m. on April 29, 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: Michael Helfrich, City Manager
Clara VanBlargan, City Clerk
Thomas Trask, City Attorney
Andrew Laflin, Finance Director Consultant

1. CALL TO ORDER

Mayor Brooks called the meeting to order at 4:00 p.m.

2. ROLL CALL

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

3. PROCLAMATIONS

A. National Safe Boating Week; May 16-22, 2026

Mayor Brooks read a proclamation declaring May 16-22, 2026, as National Safe Boating Week. A U.S. Coast Guard representative accepted the proclamation and briefly noted that safe boating courses were available.

B. 57th Annual Professional Municipal Clerks Week; May 3-9, 2026

Mayor Brooks read a proclamation declaring May 3-9, 2026, as the 57th Annual Professional Municipal Clerks Week. Mayor Brooks expressed special appreciation for the City's professional

municipal clerk, Clara VanBlargan, for her exemplary dedication and service to the community. The City Clerk accepted the proclamation and thanked the Commission.

4. PUBLIC COMMENT

Lori Hopkins, 912 Bay Point Drive, addressed the Commission on the following matters.

- Ms. Hopkins welcomed the new City Manager, Mike Helfrich, and expressed gratitude for the interim leadership of Fire Chief Clint Belk, whom she described as consistently forthcoming, honest, and knowledgeable throughout all her interactions with him.
- Ms. Hopkins spoke about the condition of Bay Point Drive. She recounted that around the middle of the prior year, residents on Bay Point Drive were told at a Conversations with the Mayor's meeting that a mill and resurface of the road would occur in roughly eight months, with completion expected around January or February 2026. At the February 11 meeting, a neighbor at 904 Bay Point Drive again raised the issue before the Commission, describing the road as undrivable, not bikeable, and unsafe for pedestrians. Ms. Hopkins noted that she had been stopped by a sheriff's deputy for walking in the middle of the road because of its condition. She noted that, given her background in government purchasing, she was aware of the ability to piggyback on other county bids to potentially achieve faster, more competitive pricing, and she urged the Commission to help expedite the mill and resurface.
- Ms. Hopkins encouraged the Commission to watch the April 6 Special Magistrate meeting, noting that two cases heard there had troubling outcomes she believed were connected, at least in part, to errors by City staff. She acknowledged that the Special Magistrate's jurisdiction is limited to whether code violations were properly written, but encouraged the Commission to review the cases and consider what corrective action might be available.

5. BOARD OF COMMISSIONERS

A. 14140 E Parsley Drive Property – Greg Chassin regarding his property development issue

Community Development Director Marci Forbes presented an issue that arose during post-hurricane rebuilding. She explained that a property owner, Greg Chassin, had contacted the City about rebuilding a duplex on his property at 14140 East Parsley Drive. The City responded that it saw no issues with the redevelopment and attached the relevant code section (Code Section 110-96) to that correspondence.

Director Forbes explained that Item 6 of that code section poses a critical obstacle: it provides that "Failure to have a current required occupational license in force at the time of the declared disaster will prevent this section from applying to the property." Because the property lacked an active Business Tax Receipt (BTR) when Hurricanes Helene and Milton struck, the owner is precluded from using the nonconforming rebuilding provisions. This issue is not unique to the Chassin

property. The City has identified multiple properties in a similar situation, particularly in areas with a high concentration of duplexes, triplexes, and quadplexes.

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

Mayor Brooks shared a personal anecdote, noting that she had operated a home-based online business without knowing a BTR was required, discovering the requirement only after being elected to the Commission and shadowing in the Community Development Department. She observed that for a period, the City had not actively enforced BTR compliance. Because the property lacked a BTR at the time of the hurricane, the code, as written, would require the owner to spend potentially hundreds of thousands of dollars repairing the storm-damaged structure, then obtain a BTR, and only thereafter be permitted to tear down and rebuild elevated; a sequence she described as "ridiculous" and one that "doesn't really get anything good accomplished."

Commissioner Tagliarini asked whether obtaining a BTR was expensive. Director Forbes confirmed that rental BTRs are inexpensive, under \$100, though rental inspections may add to the cost. Commissioner Tagliarini also asked whether the current property, now a vacant lot after demolition, could even receive a BTR in its current state.

Long Range Planner Andrew Morris clarified that the property is zoned R-1, which permits only single-family residential use by right. The duplex, although previously existing and lawfully nonconforming, would not be permitted as a new structure in R-1 today. Because the property owner demolished the structure, the nonconforming use protections (which would have allowed rebuilding) were further restricted by the absence of the BTR. Mr. Morris noted that other cities, including St. Petersburg, have similar BTR requirements tied to nonconforming rebuilding provisions.

Commissioner Dillon recounted a parallel situation discussed at the Special Magistrate hearing, involving a woman who owned a quadplex, demolished it after storm damage, and can now rebuild only a single-family home under code provisions dating back to 1987. He expressed the view that those provisions never anticipated a catastrophic storm of the magnitude of Helene and Milton, and that the outcome for these property owners (being denied the right to rebuild what they had) was fundamentally wrong.

Mayor Brooks asked whether simply removing Subsection 6 from Code Section 110-96 would resolve the issue. Director Forbes indicated that staff would need to review the full code to fully understand the implications before making a specific change, as the nonconforming section requires a broader overhaul in any event.

Mr. Morris noted that one alternative to outright eliminating the BTR requirement would be to provide limited forgiveness for properties damaged by Hurricanes Helene and Milton, rather than permanently removing the requirement. This approach would address the current crisis without signaling to future property owners that BTR compliance is optional.

Commissioner Tagliarini suggested rewording Subsection 6 to require that if a BTR was not in place at the time of disaster damage, the owner must apply for and obtain one before construction

can begin, thereby bringing non-compliant owners into compliance as a condition of rebuilding rather than disqualifying them outright.

Commissioner Dillon noted that in the area around East Parsley Drive, approximately 25 of 30 properties are multifamily duplexes, triplexes, or quadplexes and that the City bears some responsibility for failing to proactively communicate the BTR requirement to these property owners. He emphasized his strong support for allowing residents who had duplexes or quadplexes before the storm to rebuild in kind.

Commissioner Ghovae cited Clearwater's code as a potentially useful model for this type of nonconforming use and suggested that staff review it.

The Board's consensus was to direct Director Forbes to work with the City Attorney to develop specific ordinance language that would remove the penalty for the absence of a BTR at the time of a disaster, without eliminating the BTR requirement going forward, and to bring it back to the Commission for action.

B. BOC Policy Handbook

Commissioner Tagliarini asked about page 2 of 20 (page 14 of the agenda packet), which addresses the handling of official mail received at City Hall for the Mayor and Commissioners. The policy states that all such correspondence is to be opened by the City Clerk, with the original filed in the public record and a copy placed in the mailbox of the Commission member to whom it is addressed. Commissioner Tagliarini indicated that he had not experienced this process in practice during his previous terms.

Mayor Brooks clarified that there had been a period when a prior city manager had instructed the City Manager's office not to follow this procedure. City Clerk Clara VanBlargan explained that the former city manager had removed the mail responsibility from the City Clerk's office. When she learned that copies were not being made, she took the task back and ensured they were.

Commissioner Dillon asked when a supermajority vote of four members would be required, as reflected on page 13 of 20 in the Handbook (page 25 of the packet). Commissioner Tagliarini noted that it applies to any Planned Development Rezoning or Special Area Plan, and the City Attorney said it is in the Charter.

Commissioner Dillon also noted the proposed change to the workshop start time, from 6:00 p.m. to 4:00 p.m., as reflected in the Handbook on page 14 of 20 (page 26 of the packet). The Board of Commissioners previously voted to change the meeting time to 4:00 p.m.

Mayor Brooks explained that workshops are working meetings with staff and that starting earlier is more respectful of staff, who have often been at work since 7:30 a.m. The Commission agreed that regular voting meetings, at which the public votes on agenda items, would remain at 6:00 p.m. to allow working residents to attend, while workshops starting at 4:00 p.m. would reduce the burden on staff and improve the quality of discussion.

City Attorney Trask identified two technical corrections needed in the Handbook: on page 10 of 20 (page 22 of the packet), the reference to the Government in the Sunshine Manual should be updated to the 2025 edition, with corrected page numbers 21 and 22; and on page 11 of 20 (page 23 of the packet), the 2022 citation to the Government in the Sunshine Manual should likewise be updated to the 2025 edition. The City Clerk confirmed that these corrections would be made.

6. CITY MANAGER

A. RFP #26-02, Holiday Decor

City Manager Mike Helfrich presented the results of RFP #26-02 for holiday decor services. Two responsive bids were received: Holiday Outdoor Decor at \$43,642 and Sarasota Holiday Lighting at \$117,550. Staff recommended awarding the contract to Holiday Outdoor Decor, the vendor from last year, at a significantly lower cost.

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

Assistant to the City Manager Megan Powers noted that Holiday Outdoor Decor had been exploring solar-powered options for the light pole decorations. The Commission discussed the longstanding problem with illuminated decorations on the City's light poles, many of which have nonfunctional electrical receptacles. Mayor Brooks expressed concern that decorating poles with plug-in lights that do not all work creates a poor visual impression, noting that it would be better to have all poles dark than to have inconsistent illumination. Ms. Powers said she could prepare a proposal with the solar options and one without. Ms. Powers indicated that Public Works Director Wepfer had contacts for repairing the electrical receptacles on the poles and that they could add that to the cost of the non-solar option for comparison.

Commissioner Tagliarini noted that he regularly receives emails from residents about non-functioning lights during the holiday season.

The consensus of the Board was to direct staff to return at the next workshop with two comparable proposals from Holiday Outdoor Decor: one incorporating solar options for the poles, and another reflecting the cost of non-solar decorations combined with the estimated cost of repairing the existing electrical receptacles, so that the Commission could compare the two approaches on an equivalent basis.

B. Direction on New Property Purchase at 555 150th Avenue

City Manager Helfrich reported that during his first five days, staff had sought direction on the 555 150th Avenue property. He noted that two prior workshops had been held on the topic, with recurring themes emerging in four areas of interest: a parking garage or surface parking with shuttle service; boat docks for hourly and overnight rates; open space in the style of Coachman Park; and a restaurant. He also noted that the property would require rezoning before any development could occur.

The City Manager suggested that the Kimley-Horn strategic planning process, already under contract, would be the appropriate vehicle for determining a more definitive direction for the property, particularly given its connection to capital improvement planning.

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

Mayor Brooks expressed concern that the Commission had understood the Kimley-Horn strategic planning engagement to be a multi-year, long-range effort rather than a one-year capital improvement exercise. The City Manager acknowledged the potential mischaracterization and committed to reviewing the contract. Director Forbes confirmed that she had reviewed the Kimley-Horn scope of services and that it appeared to contemplate a broader engagement, including a kickoff meeting, coordination meetings, public engagement and communications, and a draft action plan, extending well beyond a single fiscal year. She also confirmed that the contract had been executed on December 6.

The consensus of the Board was that the strategic planning process with Kimley-Horn would be the appropriate mechanism for guiding decisions regarding the 555 150th Avenue property, and the City Manager was directed to review the contract to confirm the scope and duration of the engagement.

C. 555 150th Avenue 150th Avenue Property and Survey of the Water that is Required for Building Docs

Mayor Brooks indicated that this item had been placed on the agenda at her request and noted that, based on the preceding discussion, no survey should be ordered until the Commission determines what it intends to build on the property. The item was tabled pending the outcome of the strategic planning process.

Commissioner Ghovae asked whether the City holds riparian rights to the submerged land adjacent to the property. City Attorney Trask confirmed that the City holds submerged land leases rather than riparian rights. Marina Manager Brian Crabtree added that the City could apply to lease additional submerged land from the state through a process that requires annual reporting of revenues from that land.

7. COMMUNITY DEVELOPMENT

A. Urban County Requalification – FY 2027 – 2029, Renewal of CDBG Cooperation Agreement

Long Range Planner Andrew Morris presented the renewal of the City's cooperation agreement with Pinellas County Housing and Community Development under the Community Development Block Grant (CDBG) Urban County Program. As a non-entitlement City, Madeira Beach has two options for accessing CDBG funds: enter into a cooperation agreement with Pinellas County (Option 1) or apply independently through the State of Florida's Small Cities Program (Option 2). Staff recommended Option 1, which allows the City to apply for CDBG funds through the county and provides eligibility for the county's HOME Investment Partnership Program and Emergency

Solutions Grant programs. The cooperation agreement would cover fiscal years 2027, 2028, and 2029.

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

The Board expressed support for Option 1 and directed staff to execute the agreement.

A. Ordinance 2026-03, 555 150th Avenue Rezoning from PD, Planned Development to C-4 Marine Commercial

Mr. Morris presented Ordinance 2026-03, which would rezone the City-owned property at 555 150th Avenue from PD (Planned Development) to C-4, Marine Commercial. He explained that Code Section 110-397 requires rezoning to the previous classification if a planned development is not built within the applicable time limits. Because the property's previous zoning was C-4 Marine Commercial, the ordinance is a code-required action. Staff noted that the ordinance has been reviewed and found to be compliant with the County's Comprehensive Plan.

Mr. Morris explained the procedural requirements: the rezoning ordinance must be presented to the Planning Commission for a public hearing and to the Board of Commissioners for two public hearings. A notice will be mailed to affected parties within 300 feet of the property at least ten days before the Planning Commission meeting, and a legal newspaper advertisement will be published at least fourteen days before the ordinance's second reading.

Commissioner Tagliarini asked which parties would fall within the 300-foot notice radius. Mr. Morris confirmed that the notification area was limited and did not extend to the nearby condominiums.

Commissioner Ghovae asked whether simply retaining and modifying the existing PD designation would have been preferable, given that the prior PD had received certain height approvals. Mr. Morris clarified that the prior PD had received only a height increase; the density and intensity remained unchanged from by-right standards. The Code requires rezoning back to the previous classification upon expiration of the PD, leaving no discretion; the Board cannot retain the PD. Commissioner Ghovae asked whether the rezoning adoption process would be automatic. Mr. Morris confirmed that it must still go through the normal adoption process.

The consensus of the Board was to move the ordinance forward.

B. Snack Shack Update

Director Forbes gave a comprehensive update on the Archibald Park Snack Shack restoration project.

- After removing accumulated sand, the City engaged Pennoni Engineering to conduct a more thorough structural assessment. Pennoni's findings largely aligned with the initial assessment: two piles showed 5 to 10 percent section loss, which can be reinforced in place; approximately 450 square feet of subfloor requires replacement; and the beams and joists were in good condition. The previously identified need to address hurricane straps was

confirmed. Director Forbes noted that the termite treatment has been completed and that the superstructure above, while it will be repaired and upgraded, will remain inherently vulnerable given its beachfront location and will not be fully flood proofed.

- The City is continuing to develop code language to enable historic designations. A draft has been prepared, and a Kimley-Horn consultant, Blair, was scheduled to visit the following day to review the City's archival documents related to the Snack Shack and help identify historical periods of significance that will inform both the designation application and the restoration design. Kimley-Horn has also provided applications for review that would accompany any historic designation request for the Snack Shack and any other future property in Madeira Beach.
- The historic designation work and construction planning are proceeding in parallel to avoid any delay. She expressed interest in working with the new City Manager, noting his construction background, to further advance the project.

Recreation Director Jay Hatch reported that over the preceding 48 hours, he had made direct phone calls to vendors and distributed additional promotional information. Interest has increased considerably, with the City now having a confirmed food truck vendor for the week of May 18 through May 24, and vendors expressing interest in seven of the next eleven available weekend periods. Some vendors expressed interest in double-occupancy, pairing a food truck with an ice cream vendor on certain dates. Director Hatch explained that the City's event management software has been configured to open week-by-week applications, calibrated to avoid booking too far in advance, given the dynamic nature of food truck scheduling. Each vendor will be required to complete a one-time fire department inspection. Director Hatch acknowledged that the process is new territory for the City and that the first several iterations will be used to refine procedures.

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

Commissioner McGeehen asked about local vendor interest. Director Hatch noted that at least one local restaurant in the Johns Pass area had expressed interest but had not yet secured access to a food truck. Commissioner McGeehan referenced a prior conversation about a vendor known to recreation staff who had expressed a strong interest but faced scheduling challenges.

Director Forbes noted that, to date, total project expenditures are \$91,250, including two purchase orders inadvertently omitted from the prior expenditure table. This figure does not include costs associated with the ongoing historic designation work. She also noted that when the project was first bid, construction cost estimates ranged from \$238,000 to approximately \$399,000.

Commissioner Ghovae asked about the status of insurance proceeds and FEMA reimbursements for the Snack Shack. Public Works Director Wepfer responded that all documentation had been submitted to FEMA and that the City is in ongoing dialogue with FEMA regarding reimbursement. She noted that the structure was not fully insured at the time of the storms, with approximately \$65,000 in contents coverage and approximately \$100,000 in building coverage, and that the insurance proceeds are accordingly limited. City Attorney Trask confirmed that the prior tenant's lease had been terminated and that the tenant had vacated the premises.

C. Parking Garage Feasibility Study Quotes

Director Forbes presented two proposals in response to a refined scope of work for a parking garage feasibility study. The two firms, Kimley-Horn and ADEASQ, are both on the City's continuing services list. Director Forbes explained that the scope had been significantly expanded from the prior iteration, based on Commission feedback, and now included a citywide existing-conditions and demand analysis in addition to the John's Pass-specific feasibility work.

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

Commissioner Tagliarini offered a detailed analysis of the two proposals. Kimley-Horn proposed a fee of \$65,500 to \$90,000 (not-to-exceed), with potential additional costs if supplemental data collection is required. ADEASQ proposed approximately \$43,000 for all tasks required by the City, with line-item pricing. He noted that the City's RFP emphasized feasibility and decision-making over detailed garage design, and that ADEASQ's scope more closely aligned with that intent. He highlighted ADEASQ's "no-go" methodology, which references the City's own language and would allow the project to be halted at any phase if warranted, as a particularly valuable feature. He also noted that ADEASQ's line-item pricing allows the Commission to scale the engagement up or down without renegotiating the entire contract, and that ADEASQ's strategic framing for a resort community supports a prudent phased capital approach. While acknowledging Kimley-Horn's more robust public engagement offering, he noted that those services are optional add-ons at a premium cost. Commissioner Tagliarini stated his preference for ADEASQ.

Commissioner Dillon expressed initial confusion because Kimley-Horn's price had increased compared with what had been discussed at the prior meeting. He voiced concern about overrelying on Kimley-Horn across multiple City projects and expressed openness to ADEASQ.

Mayor Brooks elaborated on the rationale for a citywide study, noting that the City also has pressing parking needs in the northern part of the City, particularly around ROC Park, where softball events, concerts, and King of the Beach have faced significant parking shortfalls.

Commissioner Ghovae questioned the study's value, suggesting that the City simply identify the three candidate parcels, maximize parking capacity on each, and move forward. He expressed concern about the pace of studies and public engagement. He stressed the use of incentives to development teams. Commissioner Tagliarini pushed back, arguing that proceeding without professional guidance risked the Commission being criticized for "ready, fire, aim" decision-making. He emphasized that engaging a firm specializing in parking before committing to a costly capital project was prudent due diligence.

Mayor Brooks noted that questions remain about specific sites, such as whether utilities at the 130th Street parcel preclude garage construction or whether the road right-of-way could be vacated to expand the footprint, and that a professional feasibility study would resolve them. She also noted FDOT's prior determination that the John's Pass Bridge is a pre-stressed structure that cannot accommodate vehicles driving under it, which eliminates ground-floor retail or storage at the south parking lot garage site.

Mayor Brooks said that, with the ideas previously presented to the Board about the recreation expansions, where would the increased number of people park? She is interested in seeing what a professional would recommend. It is important that they, as a Commission, make decisions based on the future and how the City is going to develop. She stressed that the study is meant for existing conditions and demand analysis citywide.

Director Forbes confirmed that the restriction on ground-floor uses at the John's Pass Park site stems from the property's underlying land-use designation and is not a universal limitation applicable to other candidate sites.

The Board's consensus was to direct staff to execute the engagement with ADEASQ.

8. FIRE

A. Approval of Florida Department of Children and Families Grant for Rip Tide Simulator

Deputy Chief Mortellite presented a grant award from the Florida Department of Children and Families for the purchase of a Rip Tide Simulator. He noted the acute danger posed by rip currents in the waters near Madeira Beach, referencing a recent incident within the preceding two weeks in which a fire department vessel was dispatched to rescue a female swimmer who had been swept out nearly to the outer marker near John's Pass.

The Department of Children and Families contacted the City to offer the grant opportunity, and the City has been awarded the funds. The total fiscal impact is \$12,750 for the simulator itself, plus up to \$1,150 in training materials, for a total grant award of \$13,900. The City will need to pay the costs upfront and will be fully reimbursed through the grant.

The Deputy Chief described the simulator: it is placed in a pool and generates a rip current by moving approximately 3,000 gallons of water per minute across the pool. He has already designed a training curriculum for City personnel covering how to identify rip currents and how to swim through or out of them. He also intends to produce a video for use on the City's website to educate residents and visitors. He has already arranged to use the Olympic-sized pool at St. Pete Beach Recreation for the initial training session and video production. He confirmed the unit weighs approximately 70 pounds, is portable, includes a battery pack, and could be deployed at condominium pools or other community venues for public demonstrations.

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

Commissioner Dillon expressed strong support and discussed with the Deputy Chief the possibility of outreach to area condominiums for community demonstration events. Commissioner McGeehan highlighted the grant's broader significance for Florida water safety, noting that riptides claim many lives in Florida each year.

The consensus of the Board was to accept the grant and the associated expenditures.

9. PUBLIC WORKS

A. FDEP Resilient Florida Grant for Vulnerability update and Adaptation Plan Discussion

Public Works Director Megan Wepfer introduced the item and was joined by a representative from Advanced Engineering, the firm proposed to perform the scope of work.

Director Wepfer explained that the City has been awarded a \$485,000 grant from the Florida Department of Environmental Protection (FDEP) through the Resilient Florida program. The grant is 100 percent reimbursable and requires no local match. The grant combines two separate grant applications, one focused on a vulnerability assessment update and one focused on an adaptation plan, which FDEP elected to consolidate into a single award.

The representative explained that the City's current vulnerability assessment was completed under a broader Pinellas County initiative and lacks city-specific granularity in certain areas. It was also completed under an older set of FDEP data standards. The update will allow the City to focus on Madeira Beach-specific assets, such as seawalls, which are currently not included, and will bring the vulnerability assessment into compliance with FDEP's updated data standards, including new sea-level rise values and planning horizons, thereby extending the document's usefulness for a longer period.

Following the vulnerability assessment update, Advanced Engineering will develop an adaptation plan, a document the City does not currently have. The representative explained that the plan will move beyond identifying vulnerabilities to developing concrete strategies to address them, such as terrain modification, pump stations, and other infrastructure interventions. Critically, the plan will involve direct public engagement with Madeira Beach residents, rather than regional engagement at the county level, so the Commission will have real-time data on residents' priorities and preferences as it makes capital investment decisions. The plan will also enable the City to compete more effectively for future state and federal resilience grants.

Commissioner Tagliarini asked how a resident would understand "resilience planning" in practical terms. The representative responded that the adaptation plan would present specific, understandable solutions, such as why the City is pursuing terrain modification or stormwater infrastructure improvements, and gauge resident feedback on those solutions, ultimately providing the Commission with a statistical summary of community support for various approaches.

Mayor Brooks noted that the project schedule in the grant work plan extended to 2028 and asked whether that was realistic. The representative clarified that the dates in the grant work plan are FDEP submission deadlines, not anticipated project completion dates, and that he expected to complete the work before 2028. Advanced Engineering's proposal is just under \$485,000, matching the full grant amount.

The consensus of the Board was to accept the grant and authorize Advanced Engineering to proceed with the scope of work.

B. John's Pass Dredging Update Survey

Director Wepfer reported on the status of the John's Pass dredging project. As of the survey completed on approximately April 9, approximately 9,600 cubic yards of sand had been removed, representing approximately 84 to 85 percent of the originally budgeted quantity of 12,900 cubic yards. The project remains on schedule for completion by the end of May.

Director Wepfer addressed public concerns about whether additional sand beyond the contracted quantity exists in the dredge area. She noted that from the initial design survey to the start of construction, approximately 4,000 additional cubic yards of sand had accumulated. The contract includes a 5 percent contingency and \$10,000 budgeted for parking lot restoration, leaving approximately \$74,000 in additional budget that could be applied to removing sand beyond the contracted 12,900 cubic yards. A meeting with the contractor was scheduled for the following morning at 10:00 a.m. to determine precisely how many additional cubic yards the remaining \$74,000 could fund.

Director Wepfer also addressed concerns about the design firm Aptim's role and access to information. She explained that when Aptim was selected to design the project, they were provided with the final presentation from a 2021 study, co-funded by Pinellas County, Hubbard's, and the City, as well as the associated geotechnical study. They were not provided the full study document, but did have all material data. Critically, she noted that Aptim was not given a budget when they designed the project, meaning their design was not constrained by funding considerations. She acknowledged that a prior meeting with Aptim two weeks earlier had produced some misunderstanding, but that a follow-up meeting held the previous day had clarified the situation.

Director Wepfer further reported that Bayside will conduct underwater filming at the John's Pass Bridge to document debris accumulation. That footage will be sent to FDOT to request removal of the debris, which is believed to be impeding water flow through the pass and may account for some of the accumulated sand volume. She noted that some of the sand volume measured in the survey may be attributable to the debris itself, meaning additional yardage may become available once the debris is removed.

Mayor Brooks asked whether the debris removal could be initiated before the dredging is completed. Director Wepfer committed to sending the video to FDOT as soon as it is available and to pressing FDOT for expedited action, while acknowledging she could not guarantee FDOT's timeline.

Mayor Brooks made a point for the record, directed at Aptim, expressing that their providing inaccurate information in response to a direct question had caused unnecessary conflict and miscommunication that could have been avoided had they verified their work before responding.

C. Acceptance discussion for FDEP L0253 – Stormwater Resiliency Project

Director Wepfer presented the grant agreement for FDEP Grant L0253, a \$100,000 state appropriation secured through the efforts of Representative Linda Chaney. Mayor Brooks noted the Commission's gratitude to Representative Chaney for this appropriation. The grant will fund

the assessment and installation of stormwater check valves, specifically Waypro flapper valves, at a minimum of eight locations throughout the City, selected based on flooding patterns in lower-lying areas.

Director Wepfer explained that the project will be structured in two phases: an assessment phase to measure and confirm the appropriate valve specification at each location, and an implementation phase for installation. Rather than engaging an engineering firm, the City intends to bid the project directly, resulting in cost savings.

Commissioner Ghovae asked whether the valves were flapper or gate valves. Director Wepfer confirmed they are flapper valves. Director Wepfer noted that the City has had Waypro valves in service in the Boca Ciega neighborhood and at 137th Avenue Circle for approximately eight to nine years, and that they have performed well, slowing rather than stopping tidal intrusion, with the primary maintenance issue being debris obstructing the seal. The valves are constructed of aluminum with a rubber flapper, and are sized to match the pipe at each installation location.

City Manager Helfrich recalled that the valves had been installed approximately nine years ago, consistent with Director Wepfer's recollection.

The consensus of the Board was to bring the matter back for formal approval and to proceed to bid once ready.

D. Purchase of 2 Easy Dump Dumpsters from Par-Kan

Director Wepfer presented a request for the purchase of two Par-Kan Easy Dump dumpsters. She explained that the City operates two F-250 trucks equipped with these dumpsters, which are used for beach trash can service (including as a backup when the Broyhill machine is out of service, as occurred that week), park and bus stop servicing, and supplemental garbage hauling when the primary garbage truck is already at the landfill. The new units would be 6-yard capacity, an upgrade from the earlier 3-yard units, and would be installed on trucks No. 3 and No. 68, both 2019 F-250s.

The purchase was posted to Demand Star in accordance with purchasing statutes, and no alternative vendors responded to the Sourcewell solicitation. The dumpsters will be purchased directly from Par-Kan and installed in-house by City mechanics, eliminating the prior practice of paying a fabricator for installation. The units can be transferred to new trucks if needed. The estimated total cost is approximately \$60,000, which is within the budgeted appropriation.

Commissioner Dillon said he had not seen the fiscal impact figure in the memo. Director Wepfer directed his attention to the fiscal impact section of the memorandum, which states that \$60,000 has been budgeted for this purpose.

Mayor Brooks said she had not asked for public comment because no one was in the audience.

The Board's consensus was to move forward with the purchase.

10. RESPOND TO PUBLIC COMMENTS/QUESTIONS

1. Ms. Hopkins spoke about the condition of Bay Point Drive. She recounted that around the middle of the prior year, residents on Bay Point Drive were told at a Conversations with the Mayor's meeting that a mill and resurface of the road would occur in roughly eight months, with completion expected around January or February 2026. At the February 11 meeting, a neighbor at 904 Bay Point Drive again raised the issue before the Commission, describing the road as undrivable, not bikeable, and unsafe for pedestrians. Ms. Hopkins noted that she had been stopped by a sheriff's deputy for walking in the middle of the road because of its condition. She noted that, given her background in government purchasing, she was aware of the ability to piggyback on other county bids for potentially faster and more competitive pricing, and she urged the Commission to help expedite the mill and resurface.

Mayor Brooks asked Public Works Director Megan Wepfer whether she had an update or if they should provide one at the next meeting. Director Wepfer said they would need to wait until the next meeting for the update, as she and the City Manager needed to discuss it.

Mayor Brooks said, for the record, that they want to add Baypoint to the next workshop meeting, or, if Director Wepfer has something available by the next voting meeting, they could provide an update on milling and surfacing.

Director Wepfer explained the condition of the roads. Commissioner Dillion suggested applying an overlay to certain areas to at least get them through for three or four years. Director Wepfer said it was possible.

Director Wepfer said there was a possibility that Area 9 would not take that long because they are going for resiliency funding, which is due by September. They will come back with an update.

11. ADJOURNMENT

Mayor Brooks adjourned the meeting at 6:05 p.m.

Anne-Marie Brooks, Mayor

ATTEST:

Clara VanBlargan, MMC, MSM, City Clerk