



## MINUTES

### BOARD OF COMMISSIONERS REGULAR MEETING NOVEMBER 13, 2024 4:00 p.m.

The City of Madeira Beach Board of Commissioners held a regular meeting scheduled for 4:00 p.m. on November 13, 2024, in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

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

**MEMBERS ABSENT:** None.

**CHARTER OFFICERS PRESENT:** Robin Gomez, City Manager  
Clara VanBlargan, City Clerk  
Andrew Laflin, Finance Director/City Treasurer  
Thomas Trask, City Attorney

#### 1. CALL TO ORDER

Mayor Brooks called the meeting to order at 5:19 p.m.

#### 2. INVOCATION AND PLEDGE OF ALLEGIANCE

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

#### 3. ROLL CALL

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

#### 4. APPROVAL OF THE AGENDA

Commissioner Kerr motioned to approve the Agenda, as written. Vice Mayor Tagliarini seconded the motion.

#### ROLL CALL:

Commissioner Kerr "YES"

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

The motion carried 5-0.

## 5. PROCLAMATIONS

There were no proclamations.

## 6. PRESENTATIONS

There were no presentations.

## 7. PUBLIC COMMENT

A gentleman (Dave Slosser, 494 Crystal Drive) who did not give his name and address for the record said he was in favor of waiving all storm-related permit fees, he would like a look back period of zero, and he would like the substantial damage costs to be separated from the substantial improvement costs. They should not be combining substantial costs to things such as code compliance that are really improvements because it eats up the 50% margin if you have the improvements in addition to the damage.

## 8. APPROVAL OF MINUTES

- A. 2024-09-11, BOC Regular Meeting Minutes
- B. 2024-09-11, BOC Special Meeting Minutes
- C. 2024-09-30, BOC Special Meeting Minutes

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

### ROLL CALL:

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

The motion carried 5-0.

## 9. CONSENT AGENDA

## 10. PUBLIC HEARINGS

### A. Ordinance 2024-21, Revising Definition of Substantial Improvement - 1st Reading & Public Hearing

City Attorney Tom Trask read Ordinance 2024-21 by title only:

#### ORDINANCE 2024-21

**AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, REVISING SECTION 94-33 OF DIVISION 9 (GENERAL) OF CHAPTER 94 (FLOODPLAIN MANAGEMENT) TO DELETE THE REQUIREMENT TO EVALUATE PREVIOUSLY ISSUED BUILDING PERMITS; AMENDING THE DEFINITIONS OF SUBSTANTIAL DAMAGE AND SUBSTANTIAL IMPROVEMENT IN SECTION 94-93 OF DIVISION 9 (GENERAL) OF CHAPTER 94 (FLOODPLAIN MANAGEMENT) OF THE CODE OF ORDINANCES TO DELETE THE REPETITIVE FLOOD DAMAGE PROVISION AND THE ONE-YEAR LOOK BACK REQUIREMENT; REVISING SECTION 14-39 OF ARTICLE II (TECHNICAL CODES AND STANDARDS) OF CHAPTER 14 (BUILDINGS AND BUILDING REGULATIONS) OF THE CODE OF ORDINANCES TO DELETE SUBPARAGRAPH (D) REGARDING THE DEFINITIONS OF SUBSTANTIAL DAMAGE AND SUBSTANTIAL IMPROVEMENT IN THE FLORIDA BUILDING CODE; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Brooks opened to public comment.

Dave Slosser, 494 Crystal Drive, said he was in favor of reducing the look back period to zero. It should be expanded to make it a date in the future of when they approve it. Start zero on that date. There were a lot of people who panicked into spending a lot of money on the demo and remediation. For example, SERVPRO charged around \$30,000 to remove things like drywall. That would be a substantial chunk for people to work with. A way to get around it would be to make the look back period zero on the effective date when the ordinance is approved.

Vice Mayor Tagliarini motioned to adopt Ordinance 2024-21, Revising Definition of Substantial Improvement, after 1st Reading and Public Hearing. Commissioner Ghovae seconded the motion.

#### ROLL CALL:

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

Mayor Brooks "YES"

The motion carried 5-0.

**B. Ordinance 2024-22, Fees and Collection Procedure Manual – F.Y. 2025 Update #1 – 1st Reading & Public Hearing**

City Attorney Tom Trask read Ordinance 2024-22 by title only:

**ORDINANCE 2024-22**

**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; REPEALING ORDINANCE 2024-05; PROVIDING FOR CONFLICT, CODIFICATION AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

The City Attorney read the changes discussed during the workshop, Packet Page 76:

- In Paragraph (1), add an asterisk "\*" where it talks about the \$50.00 permit plan review deposit fee:
  - a. Value of \$2,499 or less.....\$50.00\*
  - b. Value of \$2,500 or more.....25% of total permit value (minimum \$50)\*
- In Paragraph 2, add an asterisk "\*" where it talks about the \$50.00 expressed permit:
  - (2). EXPRESS Permit – issued same day (plus any additional applicable fees)... \$50.00\*

The asterisk would refer to the language as follows:

"This fee shall be waived for all Hurricane Helen and Hurricane Milton. Permit fees for the work involving the interior and/or exterior, demolition, repairs, and/or new construction which includes both materials and labor and other related fees resulting from damage by both listed hurricanes until September 26, 2025."

They also revised the evaluation fee in Paragraph (3) to read as follows:

- "Valuation Fee: One Percent "1%" of the total project value which includes both materials and labor and other related fees. Zero Percent "0%" of the Total Project Value for all Hurricane Helen and Hurricane Milton permit fees for work involving the interior and/or exterior demolition, repairs, and/or new construction which includes both materials and labor and other related fees resulting from damage by both listed Hurricanes until September 26, 2025."

The City Attorney said those would be the only changes to the Fees and Collections Procedures Manual. Hopefully, he captured the language asked for at the work session. The motion to be made would need to include that language. He will have it type written for them to see at the second reading on November 20 in the strikeout and underlined format.

Mayor Brooks said they also talked about the Florida Surcharge Fee in Paragraph (4). It would be a minimum of \$4.00 because if they have zero-dollar fees, there would not be a percentage of the permit. They would waive that to the residents so there would be no fee for anything storm-related.

The City Attorney said he would add the asterisk to Paragraphs "1", "2", and "4."

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

Commissioner McGeehen motioned to approve Ordinance 2024-22, Fees and Collection Procedure Manual – F.Y. 2025 Update #1, after 1<sup>st</sup> Reading and Public Hearing, to include the language the City Attorney read aloud. Commissioner Ghovae seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

**11. UNFINISHED BUSINESS**

**12. CONTRACTS/AGREEMENTS**

**A. FY 2024 Audit Engagement Letter – James Moore & Co.**

Finance Director Andrew Laflin said, as discussed in the workshop, the item is to approve the FY 2024 Audit Engagement Letter. Audit 2025 is the last year of the contract extensions. They would need to issue an RFP for FY 2025 and beyond. The annual financial audit is a requirement for all local governments in the State of Florida.

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

Commissioner Kerr motioned to approve FY 2024 Audit Engagement Letter from James Moore & Co. Commissioner Ghovae seconded the motion.

**ROLL CALL:**

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

The motion carried 5-0.

### **B. Amendments to Aclarian Consulting and Software Agreements**

The City Manager said, as discussed in the workshop that this item is to approve amendments to their software and consulting agreement with Aclarian. The consulting agreement is a one-year extension for Aclarian to serve as the finance director and city treasurer. There are some slight increases. A five percent (5%) increase for the consultant agreement and a slight increase for the software from a per user agreement to a fixed rate.

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

Vice Mayor Tagliarini motioned to approve the Amendments to Aclarian Consulting and Software Agreements, as presented. Commissioner McGeehan seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

### **C. Park Street Antique Center Lease for Public Works**

The City Manager said the item is for a one-year renewal of the Lease agreement for the use of the property Park Street in St. Petersburg, FL that houses their sanitation, equipment, fleet, and mechanic operations. The increase is \$100 from \$3,100 to \$3,200 a month.

Commissioner McGeehen said it was fantastic that a lot of their equipment was saved during the hurricanes, which saved the City a lot of money.

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

Commissioner Ghovae motioned to approve the Park Street Antique Center Lease for Public Works. Commissioner Kerr seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

#### **D. JUCO Kickoff Classic Proposed Agreement**

The City Manager said the item is a one-year agreement for a junior college softball agreement to host multiple games from multiple colleges, junior colleges, and universities to be played in Maderia Beach from January 24 to the 27<sup>th</sup>, 2025. The agreement stipulates the responsibility of both the City and the outside organization, Fastpitch Headquarters of Florida, Inc., to host the tournament at Madeira Beach. They are partnering with Visit St. Pete Clearwater, which is funding the costs for the maintenance of the fields.

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

Commissioner Kerr motioned to approve the JUCO Kickoff Classic Agreement. Vice Mayor Tagliarini seconded the motion.

#### **ROLL CALL:**

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

The motion carried 5-0.

#### **E. Ford F-250 Crew Cab XL Purchase**

The City Manager said the item is for the Recreation to purchase a Ford F-250 Crew Cab XL vehicle budgeted for in the current fiscal year for \$55,411.10. The purchase is through the Bradford County Sheriff's Office contract for vehicle purchases. The vehicle will primarily be used for special events and other areas and to assist other departments. It makes them more efficient in various recreational operations.

Vice Mayor Tagliarini said it was budgeted and will streamline the job.

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

Commissioner Ghovae motioned to approve the purchase of a Ford F-250 Crew Cab XL. Commissioner McGeehen seconded the motion.



ROLL CALL:

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

The motion carried 5-0.

**13. NEW BUSINESS**

**14. AGENDA SETTING**

**15. REPORTS/CORRESPONDENCE**

- **Board of Commissioners – BOC Meeting Schedule (2024 and 2025)**

Commissioner Kerr said he would be attending the November 20<sup>th</sup> special meeting by Zoom, or he could leave a proxy for his vote. He asked for approval. The City Attorney said he did not need a vote because he could not leave a proxy. The items on the agenda only required a simple majority vote.

The City Manager reviewed the 2024 BOC Meeting Schedule. The Board could change the 2025 Meeting Schedule anytime at an upcoming meeting. There were no changes to the meeting schedules at this time.

- **City Attorney**
- **City Clerk's Report – November 2024 City Clerk's Report**

The City Clerk said the Election Notice for the Candidate Qualifying Period and the Candidate Packets have been posted on the City's website and advertised. Packets can be downloaded, or paper copies provided by request. Qualifying papers can be filed with the City Clerk beginning on November 18 but will not be date-stamped and accepted until the beginning of the qualifying period. She encouraged everyone to begin the petition process before the qualifying period starts because many residents are not able to live in their homes right now. Getting the 25 signatures needed in time to qualify could be difficult. She cannot accept any qualifying documents after the qualifying period ends at noon, on December 13. Everyone must be qualified by that time.

- **City Manager**

The City Manager thanked the Board for everything and continued support. He thanked the staff for working many hours. He said they would continue to do so. They have had great days, and there will be greater days ahead.




Mayor Brooks invited everyone to the community Beach Aid event on November 30. Thanksgiving dinner will be provided along with live music, bounce houses for the kids, football, and more. It will be a time for everyone to come together and be reminded of their wonderful community.


Commissioner Ghovae reminded everyone that tomorrow, Thursday, they will have the Area District Manager for SBA loans, "C.J." Castro, there from noon until 5:00 p.m. He is personable and very easy to work with, and he would be there to help anyone who needs their services and an SBA loan.

**16. ADJOURNMENT**

Mayor Brooks adjourned the meeting at 5:46 p.m.

  
Anne-Marie Brooks, Mayor

ATTEST:

  
Clara VanBlargan, MMC, MSM, City Clerk



