



MINUTES

BOARD OF COMMISSIONERS REGULAR MEETING SEPTEMBER 10, 2025 6:00 P.M.

The City of Madeira Beach Board of Commissioners held a regular meeting at 6:00 p.m. on September 10, 2025, in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

MEMBERS PRESENT: Anne-Marie Brooks, Mayor
Ray Kerr, Vice Mayor/Commissioner District 2
David Tagliarini, Commissioner District 1
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 6:00 p.m.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

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

4. APPROVAL OF THE AGENDA

Vice Mayor Kerr motioned to approve the Agenda. Commissioner McGeehen seconded the motion.

ROLL CALL:

Vice Mayor Kerr "YES"

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

The motion carried 5-0.

5. PROCLAMATIONS

There were no proclamations.

6. PRESENTATIONS

A. Madeira Beach Fire Department – Promotion, Paramedic School Completion

The following Fire Department personnel were recognized for their accomplishments and dedication to the City of Madeira Beach:

- Eric Ubiles was recognized for his promotion to Driver Engineer.
- Firefighter Chase Halfast, Firefighter Joey Calderaro, Firefighter Kavaris Service, and Firefighter Kyle Watts were recognized for completing the Paramedic Program.

7. PUBLIC COMMENT

There were no public comments.

8. APPROVAL OF MINUTES

- A. 2025-08-13, BOC Regular Meeting Minutes
- B. 2025-08-21, BOC Workshop Meeting Minutes – Discussion on City Manager
- C. 2025-08-27, BOC Budget Workshop Meeting Minutes
- D. 2025-08-27, BOC Regular Workshop Meeting Minutes

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

ROLL CALL:

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

The motion carried 5-0.

9. CONSENT AGENDA

- A. Stormwater Station Generator Replacement located at 14101 N Bayshore Dr. Approval**
- B. Diocese of Southwest Florida, Inc. Parking Lot License Agreement Approval**
- C. FDOT Debris Staging Area Agreement for Archibald and John's Pass Park Approval**
- D. Bay Point Causeway and Dr. Milling and Resurfacing Proposal Approval**
- E. Interlocal Agreement with Pinellas County for Cooperative Emergency Procurements of Disaster Debris Collection & Monitoring and Management Services**

Mayor Brooks read the Consent Agenda Items. There were no items removed for separate discussion and vote.

The City Attorney noted an error in the title of Agenda Item 9. D. The abbreviation "Dr." should be "Bay Point Drive."

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

Commissioner Tagliarini motioned to approve the Consent Agenda. Commissioner Ghovae seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

10. PUBLIC HEARINGS

- A. Ordinance 2025-17, Amendment to Chapter 14 – Florida Building Code References – 1st Reading and Public Hearing**

City Attorney Tom Trask read Ordinance 2025-17 by title only:

ORDINANCE 2025-17

**AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA,
AMENDING SECTIONS 14-30, 14-31 AND 14-32 OF ARTICLE II. –
TECHNICAL CODES AND STANDARDS OF CHAPTER 14 OF THE CITY
OF MADEIRA BEACH CODE OF ORDINANCES TO REMOVE**

REFERENCES TO OUTDATED TECHNICAL CODES AND STANDARDS; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director Marci Forbes said the item is intended to ensure they use the current addition of the publications referenced.

Mayor Brooks opened to public comment.

William Engel, of 5460 Chestnut Ridge Drive in Ridge Manor, Florida, said that he was a student at St. Petersburg College, pursuing a degree in public policy and administration. He thanked the Board for being part of the community and for helping people who are experiencing issues, and he also thanked Andrew Morris for explaining the purpose of the ordinance in detail. He said that referencing the newest editions of publications makes a more efficient local government and reduces administrative overhead. Implementing the ordinance has no fiscal impact.

Commissioner Ghovae motioned to approve Ordinance 2025-17, Amendment to Chapter 14 – Florida Building Code References, after first reading and public hearing. Commissioner McGeehen seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

11. UNFINISHED BUSINESS

A. Approve Mayor Brooks to serve as Big C Representative to Forward Pinellas

Mayor Brooks explained that the Board had already approved the appointment once, but she had since learned that they must vote after all the other cities that are representatives on the BIG-C. If someone else would like to volunteer, she will step down. It is a formality so she can serve as the BIG-C representative on the barrier islands by serving on Forward Pinellas.

Commissioner Ghovae asked the Mayor if she would like to continue serving. The Mayor said that she sat in the chair today at her first meeting. It was very interesting and long.

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

Commissioner Ghovae motioned for Mayor Brooks to serve as BIG-C Representative to Forward Pinellas. Commissioner Tagliarini seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

B. Building Permit Fee Waiver Extension Request

Director Forbes stated that the permit fee waiver extension the Board approved will expire on September 26th. At the workshop, the Board discussed ways to extend it for residents who are actively trying to get everything together and are in no position to submit a permit and start the rebuilding process. They drafted a waiver request form with the intent that it would be posted online and made available to the public. Those who request the waivers will receive an email confirmation, and they will also see it posted.

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

Vice Mayor Kerr said they would need an end date. Director Forbes said they were adhering to the 18-month period outlined in their Code. It does need to be added to the waiver. The City Attorney said they needed to revise the fees and collections procedures manual. That is where the date is in a couple of locations. That would be an ordinance. They would need direction on what to do. The form can still move forward. He would bring back an ordinance with the new date included, or if another direction was to be given.

Commissioner Tagliarini received confirmation that the 18 months would be from last year, and the item would extend it by six months. Vice Mayor Kerr said he would want the form to outline an actual date. Director Forbes said they could add a specific date. The City Attorney said that the six additional months would end on March 26, 2026.

Mayor Brooks said the fee waiver expires on September 26th and suggested adding the ordinance for first reading to the 5:45 p.m. special meeting agenda on September 24th so they can do it before the 26th deadline.

The City Attorney said they need to meet the publishing requirements for the second reading, but they can get the first reading done. The ordinance does not take effect upon its first reading, so a gap will exist. He said not to worry about the gap. The City can still process applications with the understanding that the ordinance will be approved at the second reading.

Vice Mayor Kerr said they could publish that they had approved the first reading and to get the applications in now, rather than waiting until the second reading. Mayor Brooks suggested having the second reading on October 22nd. They can track anyone who comes in during that period of time and submits. Director Forbes said that she was less concerned about the tracking than the notification. The City Attorney said he was not concerned that it was in the code. The Commission would decide whether to approve or not. The Board can give the authorization to start using the form. They need to revise the fees and collections manual. Otherwise, the option would be to collect it and then refund it at the second reading, which they will not do.

Vice Mayor Kerr asked if, as an alternative, a written form could be made available at the front desk. Director Forbes said they could provide it in hard copy and digitally, and they could distribute it when they are out in the community. They could start advertising it tomorrow.

The City Attorney said there would be no voting tonight. The staff has a consensus to start using the form.

12. CONTRACTS/AGREEMENTS

There were no contracts and agreements.

13. NEW BUSINESS

A. Civil Service Commission Appointment

The City Clerk explained they have a vacancy and an expiring term on the Civil Service Commission. Scott Haufe has applied for the vacant seat, and current member Jerry Cantrell, whose term expires on October 30, 2025, has not yet applied to serve a new three-year term.

Scott Haufe introduced himself at the podium and talked about his background and experience. He was interested in getting involved and helping out.

The Board thanked Scott Haufe for stepping up.

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

Vice Mayor Kerr motioned to appoint Scott Haufe to serve as a member of the Civil Service Commission for a three-year term expiring on October 30, 2028. Commissioner Ghovae seconded the motion.

ROLL CALL:

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

Mayor Brooks

"YES"

The motion carried 5-0.

B. Planning Commission Appointments

The City Clerk said they have two seats expiring on September 30, 2025, and no vacancies. Both Mark Cloud and Matthew LaRue applied to serve a new three-year term. Mark Cloud was present at the meeting, and Matthew LaRue was unable to attend.

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

Mark Cloud shared his background and said that he was appointed to serve a partial term just before the storms, so this would be his first full term.

Commissioner Tagliarini motioned to appoint current members Mark Cloud and Matthew LaRue to serve a new three-year term on the Planning Commission expiring on September 30, 2028. Commissioner McGeehen seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

C. Consider Approval of City Manager Resignation Agreement

City Attorney Tom Trask explained the item. He said he included the resignation agreement, the employment agreement, the two amendments, and a chart in the packet for the Board's consideration.

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

Vice Mayor Kerr said he did not understand why there were two different columns on the chart. There seemed to be a difference in the hourly fee, and he inquired why they would not adhere to the existing hourly amount specified in the contract.

The City Attorney said the City Manager's contract provides for a severance package, and it would take the Board about five or six weeks to get to that point because there is a process to follow. The City Manager offered to resign for twenty weeks of severance so they would not have to go through the process. He explained the left column is what the contract provides, and the right column is

what the City Manager would accept to resign on Friday. The hourly rates differ because he combined the pay and the car allowance.

Mayor Brooks said the car allowance is not combined with the annual leave hourly rate or the sick leave hourly rate, and asked why those rates were at \$70 instead of \$67.31. The City Attorney read Assistant Finance Director Patrick Cade's explanation of how the figures were calculated.

Vice Mayor Kerr said that by not taking the offer, the expense to the City would be the same as the settlement offer. The City Attorney agreed and said they would have to go through a process required by the Charter.

Commissioner Tagliarini thought it was a fair offer, and Commissioner Ghovae agreed.

Commissioner McGeehen said residents expressed that they wanted the City Manager's last day to be today instead of Friday, September 12th. Commissioner Ghovae agreed that they were at a stage where they needed to sever ties.

Commissioner McGeehen motioned to have the City Manager's last day be today instead of Friday, September 12th, and to approve the City Manager's resignation agreement. Commissioner Ghovae seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

D. Appoint Acting City Manager

The City Attorney explained that there is a provision in the City Charter stating that when the city manager is suspended, they are required to appoint an acting city manager within 48 hours, but as of midnight, they would not have a city manager, and he thought they could treat it as an immediate need. It would need to be a city employee; if not, they would need to negotiate a contract with someone. If it is a city employee, he suggested at some point they consider compensating that person for the additional job responsibilities.

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

Vice Mayor Kerr nominated Chief Belk.

Fire Chief Clint Belk said he would do whatever the City needs him to do. He would be more than

happy to do it. It is unfortunate, but they have a job to do, and they will move forward.

Vice Mayor Kerr motioned to have Chief Clint Belk step in as the temporary Acting City Manager. Commissioner Tagliarini seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

The City Attorney said that as of 12:01 a.m., tomorrow morning, Chief Belk would assume the position of Acting City Manager.

E. Recruiting Firm – City Manager and Other Senior Vacancies

Assistant to the City Manager Megan Powers said they have vacancies in the City. They have senior-level vacancies in the City, and she thought it was time to bring in a recruitment firm to help fill them the same as Treasure Island and St. Pete Beach did. As a preliminary, she researched four firms, and it appears that the total will exceed the \$30,000 threshold, especially if they are going to do both city manager and building official. She asked the Board to waive the RFP process outlined in the code to continue searching for a city manager and requested that a representative from the Board assist her with interviewing firms to bring it back to the Board for discussion.

Commissioner Tagliarini volunteered to be the representative.

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

The City Attorney read Section 2-182 of the code, permitting them to waive the RFP process. He suggested they do it now and said he would probably ask them to do it again as they pick a recruiter.

Commissioner Tagliarini motioned to waive the RFP requirement in finding a recruitment firm under these circumstances. Vice Mayor Kerr seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

Commissioner Tagliarini volunteered to help Ms. Powers with the interview process.

Vice Mayor Kerr motioned that Commissioner Tagliarini assist Ms. Powers with her research. Commissioner Ghovae seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

14. AGENDA SETTING (September 24, 2025, BOC Regular Workshop; 6:00 p.m.)

- A. Kimley-Horn Letter of Agreement for Professional Services – Impact Fee Ordinances
- B. Noise Ordinance Review
- C. 2026 Appropriations – Provide a List
- D. Presentation: Shumaker Advisors
- E. Rebid Information Technology Contract (IT Services)

The City Manager read the items listed.

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

Added Items

Mayor Brooks:

- Swim Zones for the Fruit Float Business
- Recruitment Firm – She said that it gives plenty of time to put something together.
- City Manager position and what they are looking for – She said the recruiting company will need some direction from the Board on that.
- Strategic Planning – She said Jay can probably share the video he provided her when that was done. It has been a long time since one was done. It is important that they do that. There are many projects that past mayors and commissioners discussed that were on the agenda, and what they planned to do. They just fell aside. While they are in the process of

looking for a city manager, she does not want to conduct strategic planning before hiring someone. She would like to be prepared to schedule strategic planning so that when the new city manager begins, they can start with the direction the Commission wants and how other cities have approached it. That requires thought from all the Commissioners on how they want to proceed. The idea is to come together and talk about the projects and past projects. When they receive the list from staff in two weeks for appropriations, that will help them all be reminded of projects that the City had in the past but fell off the radar. Road projects are things that need to be planned for because they can't be put on hold. It is to get them to create a plan for the future of the City of Madeira Beach, rather than having the plan change every two years when the Commission changes. Kimley-Horn is working on the comprehensive plan, and that can be part of it. And whatever each of them brings to the table at the next meeting. They need to start it now instead of waiting.

Vice Mayor Kerr

- Flood Insurance Letter – He said he wanted the letter taken to the Big C and/or the other coastal communities to take it to their representatives.

Commissioner McGeehen

- Purple Heart Ceremony – He said he and Commissioner Ghovae are working together on the Purple Heart Ceremony. They are consulting with Father Bob in Dunedin, the co-founder of the Purple Heart Ceremony. They would like to update the Board on that at the next workshop. The City Attorney warned them to be very careful not to violate the Sunshine Law and not to discuss anything that would come back requiring some type of City approval. Commissioner McGeehen stated that it was strictly voluntary participation in the Purple Heart Ceremony.

Vice Mayor Kerr said the way the state legislature is written, they cannot assess any kind of tax to recover for public safety for fire, EMS, and police. He did not think it was fair that a city the size of Madeira Beach should have the expenses of public safety for over three million people. He would like to have that conversation with their representatives to see if anything could be done for the tourist communities. It is not fair that the residents have the burden of the expenses for public safety for all the tourists.

Mayor Brooks said she had a conversation with the office of one of their elected officials, and doing away with Homestead will definitely be a push in the legislature, which will affect them. The chances of that not passing are pretty slim. If the ad valorem tax is taken away, it will affect different communities. How would they recoup that money? Vice Mayor Kerr said it should be part of their list to speak about with Representative Chaney.

15. REPORTS/CORRESPONDENCE

A. Board of Commissioners - 2025 BOC Meetings Schedule

The Board agreed to change the meeting times on November 12th from 2:00 P.M. and 4:00 P.M. to 4:00 P.M. and 6:00 P.M. so that the Mayor could attend the Forward Pinellas meeting at 1:00 P.M.

B. Board of Commissioners – 2026 BOC Meetings Schedule

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

There were no changes to the 2026 BOC Meetings Schedule.

C. Board of Commissioners – Report/Correspondence

There was no report.

D. City Attorney

The City Attorney did not have anything to report.

E. City Clerk – Board of Commissioners Meetings Report – January 1, 2025 – August 31, 2025

The City Clerk stated that the report is completed through August 31st. She welcomed any format changes to the report. Commissioner Tagliarini and Vice Mayor Kerr said it was nice to have everything in one place.

F. City Manager

The City Manager thanked the Board, residents, businesses, visitors, and staff. He said it has been an honor to have worked and served the City as City Manager. He wished the best for the City.

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

16. RESPOND TO PUBLIC COMMENTS/QUESTIONS

There was no response to public comments or questions.

Commissioner Ghovaei thanked past Mayors John Hendricks and Jim Rostek for attending the meeting.

17. ADJOURNMENT

Mayor Brooks adjourned the meeting at 7:00 p.m.

ATTEST:

September 10, 2025, BOC Regular Meeting Minutes

Anne-Marie Brooks, Mayor

Page 12 of 13

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