



MINUTES

BOARD OF COMMISSIONERS REGULAR MEETING OCTOBER 1, 2025 6:00 P.M.

The City of Madeira Beach Board of Commissioners held a regular meeting at 6:00 p.m. on October 1, 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

Mayor Brooks requested the addition of a discussion regarding the City's lobbyist to the agenda. Commissioner McGeehan asked if this would be a discussion or a vote, to which Mayor Brooks replied it could be both, but not for hiring a new lobbyist. The Commission agreed to the addition.

Vice Mayor Kerr motioned to approve the Agenda with the addition of the discussion on the lobbyist. Commissioner McGeehen 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.

5. PROCLAMATIONS

Mayor Brooks read a proclamation declaring the week of October 20-26, 2025, as Florida City Government Week.

The proclamation highlighted that the city government is the government closest to citizens, providing services that enhance the quality of life. It emphasized the importance of conveying an understanding of public services and their benefits. The proclamation encouraged citizens to support the celebration and corresponding activities.

6. PRESENTATIONS

A. Check Presentation: Florida Representative Linda Chaney

Representative Linda Chaney presented the City with a check for \$100,000 for a stormwater project. She explained that funding had been limited due to concerns about the John's Pass project, which had stalled under previous management. Rep. Chaney noted that she initially was not going to provide any appropriations this year, but changed her mind after Mayor Brooks advocated passionately for the City and committed to overseeing the John's Pass project. Rep. Chaney stated that the Mayor is now managing the consultants on the project, and she feels confident that larger appropriations will be possible in the next legislative session if progress continues. The Commission joined Representative Chaney for a photo with the check.

7. PUBLIC COMMENT

There were no public comments.

8. APPROVAL OF MINUTES

- A. 2025-09-10, BOC Special Meeting Minutes
- B. 2025-09-10, BOC Regular Meeting Minutes
- C. 2025-09-24, BOC Special Meeting Minutes

Vice Mayor Kerr motioned to approve the meeting minutes as written. 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.

9. CONSENT AGENDA

- A. Amendments to Aclarian Consultant & Software Agreements**
- B. Mowing and Lawn Maintenance Services – Contract Renewal**
- C. S. Renee Narloch Recruitment Proposal – Advertising City Manager Position Vacancy & other Senior Position Vacancies**

Mayor Brooks read the Consent Agenda Items.

Vice Mayor Kerr requested to pull Item 9A, Amendments to Aclarian Consultant & Software Agreements, for separate discussion.

Commissioner Ghovae motioned to approve the Consent Agenda Items 9.B. and 9.C. 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.

9.A. Amendments to Aclarian Consultant & Software Agreements

Vice Mayor Kerr stated he had no issue with approving the amendments, but wanted to discuss whether the City should continue to outsource or bring in a finance director. He did some homework and asked the City Clerk to print the information for him and to share it with everyone at the following workshop. He wanted to discuss the need for an HR director and a finance director and consider combining the two positions by having someone in-house to fill both positions. The

information provides the feasibility of the finance department handling HR duties in Madeira Beach. He used AI to create bullet points to show whether that is a good idea. The Board can review it when it receives the information.

- He also conducted a search on the estimated residents in the various cities and townships of Pinellas County. According to the 2024 census, Madeira Beach has 4,006 residents. Under that is Indian Rocks Beach with 3,700 residents, and then the Town of Belleair with 4,300 residents. It is within a 10% range.
- The town of Belleair's proposed finance salary budget is \$455,000. That budget is higher than Madeira Beach's, but breaking down the salary and wages, it is comparable.
- Indian Rocks Beach has a finance director with a base salary of \$123,830, a senior accountant, a finance/HR specialist at \$70,000, and a revenue officer, with combined salaries totaling \$322,000. The total finance department budget, including the full-time finance director, is \$518,000.

Vice Mayor Kerr questioned whether a full-time HR director would be necessary, suggesting that the role might be combined with finance responsibilities. A full-time HR director would have a lot of time on their hands. He would like his research information to be part of the HR director's discussion at the workshop. As for the amendment, he would say to move forward with it. He encouraged everyone to conduct their own research and not just rely on his findings.

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

Commissioner Tagliarini asked the Vice Mayor if, in his research, he had found those two skill sets combined in one person. He wondered how often that happened. Vice Mayor Kerr replied that it does happen, pointing to Indian Rocks Beach, which has a finance/HR specialist, though not the chief finance officer, but at the director level within that department.

Vice Mayor Kerr said they went down that path years ago when residents asked for a full-time finance director, but City Attorney Trask had told them that even though it was voted in, they could still outsource the finance director. But that weighs heavily on him. The reason they decided to do that is because they were told that a full-time finance director would cost between \$140,000 and \$180,000. According to the Indian Rocks Beach information, it is \$123,000 before payroll expenses and retirement. If they have a demand for an HR director, he would at least like to have that discussion and to comply with what the residents asked for when they voted for a full-time finance director. They need to pursue that, review it, and discuss it.

Commissioner McGeehen said they can each do their own due diligence and do some research.

Vice Mayor Kerr said that Pinellas County provided the population data, and he visited Indian Rocks Beach and the Town of Belleair to obtain their finance department's information. He requested that the City Clerk provide the information to the Commission. The City Clerk said she would email the information to them after the meeting tonight.

Mayor Brooks said it would be interesting to read that and do the research. The City of Madeira Beach is more than the number of residents. They have over 3.5 million visitors annually and staff accordingly. Their budget also increases accordingly. She is happy to have the discussion.

Vice Mayor Kerr said he wants to approve the amendments to the Aclarian consultant and software agreements, regardless of the decision made later, so they have something in place until then.

Vice Mayor Kerr moved to approve Agenda Item 9. A. Commissioner Tagliarini seconded the motion. The motion carried 5-0.

ROLL CALL:

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

The motion carried 5-0.

10. PUBLIC HEARINGS

A. Ordinance 2025-17, Amendment to Chapter 14 – Florida Building Code References – 2nd 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.

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

Vice Mayor Kerr motioned to approve Ordinance 2025-17, Amendment to Chapter 14 – Florida Building Code References, after second reading and public hearing. 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.

11. UNFINISHED BUSINESS

A. RFP for Auditing Services – Selection Committee Scoring Results

Finance Director Andrew Laflin presented the scoring results from the Board of Commissioners for the RFP for auditing services. Each commissioner had scored the proposals independently, and the results were compiled in the packet.

The four firms that submitted proposals:

- Baker Tilly
- James Moore & Co
- Mauldin & Jenkins
- MKA

Vice Mayor Kerr noted that, based on the comments and the rating from the Commission, there is overwhelming support for Malden and Jenkins, especially considering the financial aspect of it. They submitted the lowest cost proposal while receiving the highest ratings. They are the least costly with the highest rating.

Commissioners Tagliarini, McGeehan, and Ghovae, and Mayor Brooks agreed with the results.

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

Vice Mayor Kerr motioned to select Mauldin & Jenkins to provide auditing services for the City. 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.

B. Lobbyist Discussion

This item was added to the agenda.

Vice Mayor Kerr said he understood the discussion was to either stay with their current lobbyist or to reach out to RJ to understand his interest and cost. He suggested that if they were considering changes, they should consider other firms such as Capital City Consulting, Gray Robinson, or Corcoran Partners. He would like feedback from different cities in and around Pinellas County that have used them. They could evaluate them based on the number of Pinellas-based clients, legislative wins, or appropriations secured, as well as relationships with key legislators and committees.

Commissioners Tagliarini and McGeehen agreed to open the floor to other companies to participate.

Mayor Brooks said when they met last week, she encouraged everyone to reach out to RJ, and Ms. POWers had provided everyone with his contact information. He has a proven track record for getting money and establishing relationships in Tallahassee. They are in a crucial year to have dollars advocated for them at a grand level. Her input would be to give him a year. They got nothing last year other than what they got today, presented to them by Representative Cheney. If they are going to provide RJ with an opportunity, she would like him to give a presentation at the October 22 workshop. The legislative session for them to submit appropriations starts in November. They do not have months to shop for a new lobbyist firm, but if that were the consensus. They have worked with RJ in the past and he did a great job representing them. She called other people besides Representative Chaney and got recommendations. If meeting with RJ, he would provide his references.

Commissioner Ghovae asked how they would monitor the lobbyist's work. The Mayor said they should be coming and giving reports on a monthly basis. They should not only have a relationship with the Commission but also with the employees they are lobbying for to receive grants. She is speaking about it based on the opinions of other people in the City because they are preparing to submit.

Commissioner Tagliarini said they do need to get started. They could do it with RJ for a year and then conduct a search during that time or decide later. The Vice Mayor said he likes RJ; he is very personable and nice. They had coffee and discussed a variety of topics, one of which was resilience. But he was told not to go there. The state would not approve any of that. As much as he likes RJ, he is unsure if he has the conviction in some of the things they are looking for, such as resilience. With the Board's approval, he will reach out not only to RJ but also to some of the other firms and see what they say. He could get their fee amount and a list of their legislative wins and appropriations they secured for their clients in Pinellas County, or if they have clients in Pinellas County. They are not doing their full due diligence by not finding out about others.

Vice Mayor Kerr asked the Mayor if she had a summary of what RJ brought to the City. Mayor Brooks highlighted that RJ Myers had a proven track record for the City, securing funding for the following, rounding to the numbers:

- Roadway improvements - \$550,000
- Beach groin rehabilitation - \$1,750,000
- Undergrounding - \$1,000,000
- John's Pass dredging - \$1,560,000
- Seawall replacement - \$100,000.

Mayor Brooks said she does not know the years, but those are the most recent that RJ did. If that is the desire, they can do presentations, but it is not a bidding process. It falls outside of having to do that. However, they should not vote on anything that makes anyone there uncomfortable. On October 22, they could ask RJ to do a presentation. The Acting City Manager could reach out to others to do a presentation. At that meeting, they could come to a consensus.

Commissioner Tagliarini said he liked that idea. Vice Mayor Kerr said he would forward his list to the Acting City Manager to contact them. There are three things he asked for: the number of client-based clients, wins, and appropriations, as well as their relationship with key state legislators and committees.

Mayor Brooks said they will discuss it on October 22 and vote on November 12. She asked if they wanted to vote today to notify their current lobbyist that they would be leaving their contract with them.

The City Attorney advised against giving notice of termination before they had someone else on Board. Others may not be interested, and the City would have cut its ties and would have no lobbyist.

The Board's consensus was to have RJ present at the October 22 workshop.

12. CONTRACTS/AGREEMENTS

A. Property Purchase – Approval of Contract

Acting City Manager presented a clean, seller-signed copy of the real estate agreement for the property at 555 150th Avenue. In the packet, there are two appraisals, one at \$21 million and another at \$27.5 million. The agreed-upon price was \$18 million, with \$50,000 due within five days after the agreement and a closing date of October 22.

Mayor Brooks said there is no public present for comment.

Vice Mayor Kerr expressed support for the purchase, describing it as a once-in-a-lifetime opportunity for the City. He noted that while it was a large investment for a small city, it aligned with his vision for Madeira Beach as a fishing town to have a suitable marina and attraction for

tourism. He had reached out to City Attorney Trask about revenue-generating possibilities for the 4.6-acre property, learning that since it was not in a residential neighborhood, the City could potentially develop short-term or longer-term rental options to generate returns on the investment. How it would be developed is too far down the road to figure out. He would support the purchase.

Commissioner McGeehen agreed, viewing it as a great investment at a price below its appraised value, which would benefit residents and tourists alike.

Commissioner Tagliarini supported the purchase as well, noting it would give the city control over what people see first when coming over the Tom Stewart Causeway.

Commissioner Ghovae said he was in favor of purchasing the property. He would like to do due diligence and learn of any environmental concerns, etc. Vice Mayor Kerr said that was addressed in the contract. Kimley-Horn had mentioned that they were successful in getting their largest grant for that type of purchase for a city. His concern would be whether they would be eligible for a grant after the purchase. They could contact them, let them know what they plan to do, and see what they can do to help secure a grant for the marina. They will have many workshops on what the plan will look like if they secure the property.

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Finance Director Andrew Laflin explained that the City had approximately \$40 million in cash and short-term investments, allowing them to pay for the property upfront while preserving the option for future tax-exempt financing through a reimbursement resolution at the next regular meeting in November, and that would preserve the City's ability to engage in a tax-exempt finance at a future date. The City can reimburse itself for the \$18 million paid in tax-exempt financing. He does not want to rush that because they have \$40 million in the bank and are spending \$18 million on the land. They have stormwater improvement projects and are also considering various other projects. What would the development on the property look like, and what would the development

costs be? They could go to a bank RFP and get a bank loan for a tax-exempt financing for all or part of that \$18 million, and then worry about the development stuff and what that would cost. Perhaps consider wrapping that in with other projects they plan to undertake over the next two to three years and issue a separate debt for that purpose. He would also like to find out more about the intended purpose of the land itself. If there is to be any P3, a public-private partnership, and business use not under the control of the City, it could affect the tax-exempt nature of the financing. They want tax-exempt financing because it will result in lower debt service costs and a lower interest rate on the debt. Those are all the things they need to consider and talk about. However, the good news is that they do not need to make those decisions in the immediate near term, as they have cash on hand to purchase the property. He wants to work collectively with leadership and the Commission to determine the purchase and development costs for the land and other major items within an encompassing financing plan, which could be a fixed loan or a commercial paper program-type line of credit facility with drawdowns. There are many different options to pursue but he does not have all the answers on that. They can move forward with the purchase without immediately borrowing funds. There are things they need to strategize for the long term that will require borrowing.

Vice Mayor Kerr said that there is a large contingent of people who live on their boats and travel the world. They go from marina to marina to stay. There is a captive audience for that type of revenue. Many revenue-generating options would still preserve it as a marina and adhere to the true spirit of what they want Madeira Beach to be.

Mayor Brooks said their current marina has transient slips. When they received the grant to build those docks, it was a requirement for the funding that they had to have a certain number of slips dedicated to transient slips. They stay full.

Director Forbes said she received a packet from the Acting City Manager. The soils and environmental reports looked good. They identified various minor things. Environmental phase one came back fine. That has been the case since 2018, and the property has remained undeveloped since then.

Commissioner Ghovae asked about a survey. The Acting City Manager said they have not done the survey.

Commissioner Tagliarini motioned to approve the contract between Madeira Beach Project, LLC, and the City of Madeira Beach for property located at 555 150th Avenue. Vice Mayor Kerr seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

B. Gulf Beaches Public Library Agreement

The Acting City Manager said the item is to approve the Gulf Beaches Public Library Agreement for FY 2026, beginning October 1, 2025. The City's obligation is \$99,078.00.

Mayor Brooks said there were no public present to make comments.

Commissioner McGeehen motioned to approve the Gulf Beaches Public Library Agreement for FY 2026 for the amount of \$99,078.00. Commissioner Tagliarini seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

13. NEW BUSINESS

A. Final FEMA Payout for Administrative Work (CAT Z) Approval

Acting City Manager Clint Belk explained that the item pertains to the final payout to the City of Madeira Beach from FEMA for administrative work, referred to as CAT Z.

Mayor Brooks said there were no public present to make comments.

Commissioner Tagliarini motioned to approve the CAT Z proposal payout. Commissioner McGeehen seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

B. Resolution 2025-10, Madeira Beach Authorized Signers on Bank Account

City Attorney Tom Trask read Resolution 2025-03 by title only:

RESOLUTION 2025-10

A RESOLUTION OF THE CITY OF MADEIRA BEACH, FLORIDA, DESIGNATING AUTHORIZED SIGNERS OF BANKING DOCUMENTS FOR THE CITY OF MADEIRA BEACH; BY REPEALING RESOLUTION 2022-03 AND ANY OTHER RESOLUTION IN CONFLICT HERewith; AND BY PROVIDING FOR AN EFFECTIVE DATE.

The City Attorney said the purpose is to take Robin's name off the bank documents and put Acting City Manager Belk's name on it.

Mayor Brooks said there were no public present to make comments.

The following City personnel are authorized to sign checks, drafts, and money orders drawn for the City of Madeira Beach. Each instrument must be co-signed by two (2) of these persons:

- Acting City Manager Clint Belk
- Assistant Finance Director Patrick Cade
- Finance Operations Manager Karen Paulson

Commissioner Tagliarini motioned to approve Resolution 2025-10, Madeira Beach Authorized Signers on Bank Account. Commissioner Ghovae seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

C. Acting City Manager Pay

The Acting City Manager proposed a salary of \$4,500 per month for serving in the role of Acting City Manager. He said he maintains both titles, Fire Chief and Acting City Manager.

The Board agreed to a monthly salary of \$4,500.

Commissioner Tagliarini said if they are going to attract a quality candidate, they need to consider a marketable salary.

Mayor Brooks said at the workshop meeting at the end of the month, they will discuss the position, and she believes the company conducting the search will be in attendance. That will be a perfect time to workshop that position and other positions within the City that they are trying to fill, such as the building official, and see where they lie on that.

The Acting City Manager said that the City of Treasure Island's city manager's pay range is \$175,000 to \$200,000, while the City of St. Pete Beach's is \$140,000, and the City of Gulfport's is \$202,000 or \$203,000. To be competitive, they would have to approach \$200,000.

Mayor Brooks said there were no public comments to make.

Commissioner Tagliarini motioned to approve Acting City Manager Belk's recommendation of \$4,500 a month for serving as the acting city manager. 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.

The City Attorney stated that the pay will be prorated back to the date he assumed the position.

D. Civil Service Commission Appointment

The City Clerk explained that the term of the current member, Jerry Cantrell, expires on October 30, 2025. He applied to serve an additional three-year term, which would expire on October 30, 2028. The recommendation is that the Board of Commissioners appoint Jerry Cantrell to serve on the Civil Service Commission for a new three-year term expiring on October 30, 2028.

Mayor Brooks said there were no public comments to make.

Vice Mayor Kerr motioned to appoint Jerry Cantrell to serve on the Civil Service Commission for a new term expiring on October 30, 2028. Commissioner Tagliarini seconded the motion.

ROLL CALL:

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

The motion carried 5-0.

14. AGENDA SETTING (October 22, 2025, BOC Regular Workshop; 6:00 PM)

- A. Amendment to Purchasing Policy**
- B. Grantworks, Inc. Presentation**
- C. Recommendation for Amendment to Swim Zone Ordinance)**
- D. HR Director Position**
- E. City Clerk Performance Evaluation Procedure**

Added Items

Mayor Brooks

- City Manager Description Position
- Aclarian Finance Director Discussion
- RJ Myers and Other lobbyists who can attend

Commissioner Tagliarini

- Noise Discussion and include Deputy Snyder in the discussion – Also have Deputy Snyder available for input on the Swim Zoning discussion

15. REPORTS/CORRESPONDENCE

- A. Board of Commissioners – 2025 Meeting Schedule (Oct – Dec)** – The Board changed the two December BOC meetings on December 10 from 2:00 p.m. and 4:00 p.m. to 4:00 p.m. and 6:00 p.m.
- B. Board of Commissioners – 2026 Meeting Schedule (Jan – Dec)** – There were no changes to the meeting schedule.
- C. Board of Commissioners – 2025 Meeting Report (Jan – Sept)** – The City Clerk said the document is for information purposes.
- D. Board of Commissioners – Reports/Correspondence**
 - Commissioner Tagliarini said two days ago he reached out to the City Managers of the City of Treasure Island and the City of St. Pete Beach to understand their swim zone situation. He has not heard back yet, but will report their response at the next meeting.

Mayor Brooks said she shared the swim zone ordinance for St. Pete Beach with Marci. Marci can share that.

E. City Attorney – The City Attorney stated that he had emailed the Board, informing them that the Snack Shack Concessionaires have threatened litigation against the City. He received a third letter from the attorney recently, in which he made that threat. He had forwarded that letter to the Board. He responded to that letter by email yesterday, setting forth his legal position on the matter. For those who have not yet received their emails, he wanted to bring this to their attention. He had not yet received a response to that email. If the Board has specific questions about his position or their legal standing to call him independently about it. Due to the threat of litigation, he advises the Board to exercise extreme caution when discussing their personal position with the concessionaire. He would prefer that they speak with him.

F. City Clerk's Report (October 2025) – The City Clerk reported that the Candidate Qualifying Period for the March 10, 2026 Municipal Election begins at Noon on Monday, December 1, 2025, and ends at Noon on Friday, December 12, 2025.

- Candidates can pre-file now with the City Clerk by submitting their DS-DE 9, Appointment of Campaign Treasurer and Designation of Campaign Depository, and DS-DE 84, Statement of Candidate, which must be filed within 10 days of filing the DS-DE 9, and they may submit other qualifying documents no sooner than 14 days before the start of the qualifying period. The qualifying fees must be paid during the qualifying period.

G. City Manager (Acting) - No report

16. RESPOND TO PUBLIC COMMENTS/QUESTIONS

There was no response to public comments and questions.

17. ADJOURNMENT

Mayor Brooks adjourned the meeting at 8:28 p.m.

ATTEST:

Anne-Marie Brooks, Mayor

Clara VanBlargan, MMC, MSM, City Clerk