



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING
WEDNESDAY, DECEMBER 10, 2025 - 6:00 P.M.**

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. CONSENT AGENDA

1. **MINUTES** – Approval of: Regular Meeting November 12, 2025

E. APPEARANCES AND PRESENTATIONS

1. Chief Clint Belk, Madeira Beach Fire Rescue Update
2. Chief Bill Schobel, Seminole Fire Rescue Update
3. Chief Lee Ann Holroyd, Indian Shores PD Update

F. OLD BUSINESS

G. NEW BUSINESS

1. 2026 Town Schedule of Holiday Observances
2. 2026 Town Meeting Schedule
3. Ordinance 25-08 First Reading – Rezoning of parcel 109 180th Avenue East
4. Ordinance 25-09 First Reading – Amending Future Land Use Map for parcel 109 180th Avenue East
5. Contract for Conducting Municipal Election – Pinellas County Supervisor of Elections

H. COMMISSION REPORTS

1. Commissioner Harr – District 1
2. Commissioner Hoyt – District 2
3. Commissioner Maynard – District 4
4. Vice Mayor Commissioner Schoos – District 3
5. Mayor Kapper
6. Town Attorney
7. Public Works Department
8. Building Department
9. Town Manager

I. MISCELLANEOUS

Regular Meeting – Wednesday, January 14, 2026 – 6:00P.M.

Workshop Meeting – Wednesday, January 28, 2026 – 6:00P.M.

J. PUBLIC COMMENT *(Items not previously discussed on this agenda. Limited to 3 minutes.)*

K. ADJOURNMENT

Pursuant to Florida Statutes § 286.0105, if any person or entity decides to appeal any decision made on any matter considered at any meeting or hearing of any Redington Shores Board or Commission, he, she or it will need a record of the proceedings and, for such purpose, he, she or it may need to ensure that a verbatim record of the proceedings is made, which record includes the legal arguments, testimony, and evidence upon which the appeal is to be based.

ITEM D.1.



**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING
WEDNESDAY, NOVEMBER 12, 2025
Minutes**

A **Regular Meeting** of the Board of Commissioners of the Town of Redington Shores, Florida was convened at 6:00 p.m.

Members Present: Mayor Commissioner Tom Kapper, Vice Mayor Commissioner Erin Schoos, Commissioner CJ Hoyt, Commissioner Doug Harr, Commissioner Larry Maynard

Other Municipal Officials Present: Town Manager Margaret Carey, Town Attorney Nancy Meyer, Chief Lee Ann Holroyd (ISPD), Captain Daniel Doherty (ISPD), Town Planner David Dixon, Public Works Supervisor Mike Pafumi, Management Analyst Rafael Soto, Town Clerk Melissa Fultz

A. ROLL CALL BY TOWN CLERK FULTZ

B. CONSENT AGENDA

1. MINUTES – Approval of: Regular Meeting 10/8/2025 and Workshop Meeting 10/29/2025

- i. Commissioner Harr motioned to approve the October 08, 2025, Regular Meeting and the October 29, 2025, Workshop minutes, seconded by Vice Mayor Commissioner Schoos. All yay. Motion passed unanimously.

C. APPEARANCES AND PRESENTATIONS

1. Chief Lee Ann Holroyd, Indian Shores PD Update

- i. Chief Holroyd provided an update. Emphasized locking vehicles due to recent burglaries of vehicles. Discussed an event on the beach over the weekend and looking for ways to better determine private and public property lines. Willing to do a walk through at the time of the event or find better ways to prevent issues with beach events. Also shared the fundraising event for Santa's Angels and other awareness drives.

D. OLD BUSINESS

1. ORD2025-05 Land Development Code Revision – 2nd Reading

- i. Attorney Meyer read the ordinance. She identified some changes to the commission. Town Planner, David Dixon, explained inclusions related to alternative parking such as bike parking and boat docking.
Discussion- Commissioner Maynard shared his support for the included changes.

Public Comment- None

Commissioner Maynard motioned to approve ORD2025-05 Land Development Code Revision, seconded by Commissioner Harr. All yay. Motion passed unanimously.

2. ORD2025-07 Construction Permit Refund Clarification – 2nd Reading

- i. Attorney Meyer read the ordinance.

Discussion- None

Public Comment – None

Vice Mayor Commissioner Schoos motioned to approve ORD2025-07 Construction Permit Refund Clarification, seconded by Commissioner Harr. All yay. Motion passed unanimously.

E. NEW BUSINESS

1. Resolution 05-25 Amending FY24-25 Budget

- i. Town Manager Carey shared that every year the accountants make necessary changes to the budget to account for areas where money was not spent in areas where there was a deficit. She explained that a lot of adjustments were related to the storm and emergency expenses.

Discussion- none

Public Comment – none

Commissioner Harr moved to approve Resolution 05-25 Amending FY24-25 Budget, seconded by Commissioner Maynard. All yay. Motioned passed unanimously.

2. Planning and Zoning Board Recommendation for Site Plan 121 175th Terr Dr E

- i. Town Planner Dixon presented the plan to the commission. The site plan is for a roof deck inside a parapet as well as a pergola and hot tub. He shared that the plan meets all code requirements. He shared that Planning and Zoning board approved the plan with some conditions.

Commissioner Harr asked the applicant about barriers around the hot tub and shared his concerns about the safety of the hot tub on the roof.

Discussion- none

Public Comment- none

Commissioner Maynard motioned to approve the conditions that the Planning and Zoning Board recommended for Site Plan 121 175th Terr Dr E, seconded by Commissioner Harr. All yay. Motion passed unanimously.

3. Planning and Zoning Board Recommendation for Site Plan 115 174th Terr Dr E

- i. Town Planner Dixon presented the plan to the commission. The site plan is for a lot split. He clarified that the site plan for just for the split itself. He shared that the Planning and Zoning Board considered the code and found the site plan falls within the regulations.

Discussion- none

Public Comment- none

Commissioner Harr motioned to approve the conditions that the Planning and Zoning Board recommended for Site Plan 115 174th Terr Dr E, seconded by Commissioner Maynard. All yay. Motion passed unanimously.

4. FDEM Contract for HMGP Grant Project Award – Generators for Lift Stations

- i. Town Manager Carey shared with the Commission that a previous HMGP (Hazard Mitigation Grant Program) application had been approved by FDEM for the purchasing of portable generators for lift stations. The total project cost for four generators is \$108,600.00. The grant the Town is receiving is for \$81,450.000 and the Town is responsible to pay the remaining \$27,150.00. An additional \$5,419.50 is available for management costs and staff time. Owning our own generators would alleviate the need for renting generators in the event of a storm. Public Works Supervisor Pafumi shared that for each storm he has experienced, the Town has had to rent generators, and he included there are difficulties in getting generators after storms because of the demand.

Mayor Kapper asked where the generators would be stored. Public Works Supervisor Pafumi shared that they could be stored at the future EMS building and in the meantime, they could be stored in the Town Hall parking lot. He also shared that they could be stored in other offsite locations.

Commissioner Maynard asked about any maintenance conditions in the contract. Mr. Pafumi said that he would speak to vendors about how to maintain them and will be looking into how to ensure they are maintained.

Discussion- none

Public Comment- none

Commissioner Harr motioned to approve FDEM Contract for HMGP Grant Project Award – Generators for Lift Stations, seconded by Vice Mayor Schoos. All yay. Motion passed unanimously.

5. Charter Amendment Regarding Commissioner Term Length

- i. At the October 29 Workshop, Commissioner Maynard proposed creating a Charter Amendment to change the Commissioner term lengths to 4 years instead of 2 for Commissioners and 3 for Mayor/Commissioner. Town Manager Carey presented the item for a discussion and vote.

Commissioner Maynard shared that this change would benefit the Town. He stated the current system does not allow for long term planning. He explained that the vote would not be to make the change but to get this item on the ballot for the March 2026 election.

Vice Mayor Schoos asked if the timing could be fixed to avoid a rush so that the amendment could be developed and so that residents that may still be displaced could inform themselves.

Commissioner Harr agreed that an extension of the terms is necessary. Attorney Meyer shared with the commission what would be necessary to get this amendment on the ballot. She highlighted that all the work would have to be done before the Supervisor of Elections' deadline of December 10th. Commissioner Maynard shared that he spoke with Attorney Eschenfelder and confirmed that the Town could get this amendment on the ballot by the December 10th deadline. Discussion ensued.

Coleen Woodburn 231 176 th Terrace Dr E	Agreed that the terms are short but pointed out that a lot of turnovers of commissioners was due to the financial disclosure requirements. Expressed that the 2-year limit rewards good commissioners and protects from bad ones.
Kenny Later 17723 Gulf Blvd #2	Agreed that 2 years is not enough time. Does believe that if there is a 4-year term there should be term limits.

Town Manager Carey shared that she did not believe the deadline would be achievable. Attorney Meyer clarified that the amendment could be ready for a first hearing and ready for the second hearing on December 10th but could not speak on what the town hall staff would have to do. Vice Mayor Schoos proposed that this item could be on the November 2026 ballot which would not change any timeline presented by Commissioner Maynard.

Michael Howard 1911 Vista Bay Dr Indian Shores	Shared his experience as a commissioner in Indian Shores and expressed that two years is short. He found that the 3-year term worked.
Loretta Fricks 235 176 th Ave E	She agreed that getting it on the November ballot would avoid any potential mistakes.
Barry Taylor 300 182 nd Ave E	Stated that rushing would not give people the chance to inform themselves.

Commissioner Hoyt questioned if getting the amendment in by December 10th was possible. Attorney Meyer stated that the hope would be that the Supervisor of Elections office would accept it the morning of December 11th.

Commissioner Maynard motioned to have the terms for the mayor, district one, and district four seats to be three years in the March 2027 election and every election thereafter be for a 4-year term. Commissioner Harr seconded.

Town Clerk Fultz shared that the December 10th deadline is a hard deadline, and nothing will be accepted after that point. Discussion ensued.

Commissioner Maynard amended his motion to have the terms for the mayor, district one, and district four seats to be three years in the March 2027 election and every election thereafter be for a 4-year term to be placed on the November 2026 ballot, seconded by

Commissioner Harr. All yay. Motion passed unanimously.

This agenda item will be revisited early 2026 so a draft ordinance can be prepared with all necessary details.

6. Amended Contract for Town Planner

- i. Town Manager Carey shared that Calvin, Giordano & Associates has informed the Town that they are seeking an amendment to our Planning Services contract. The Town will continue the services for Town Planning and will add “as needed” services of a Sr. Planner. She pointed out that there was a rate increase for the Town Planner.

Discussion- Commissioner Harr asked why the rate went up. Town Manager Carey explained that the current contract is four years old and the rate increase is accounting for inflation.

Public Comment – none

Commissioner Harr moved to approve the amended contract for Town Planner, seconded by Vice Mayor Schoos. All yay. Motioned passed unanimously.

F. COMMISSION REPORTS

1. Commissioner Harr – District 1

- i. No report

2. Commissioner Hoyt – District 2

- i. Provided an update on Elevate Florida. She shared that there are flood zones that are not eligible for projects in the mitigate and reconstruction category. She found out that FEMA regulations are impacting VE zone residents.

3. Commissioner Maynard – District 4

- i. Shared that he spoke with Congressman Donalds and explained that Florida is looking to change the planning and zoning laws to help residents get back into homes. He also discussed property tax reform and invited Commissioner Howard to speak about the Florida League of Cities data on property tax. Commissioner Howard shared that a report could be created with data for Redington Shores showing that the Town only receives approximately 11 cents from every property tax dollar.

4. Vice Mayor Commissioner Schoos – District 3

- i. Vice Mayor Schoos discussed the special event on the beach that had happened over the weekend of November 8th. Vice Mayor Schoos has had conversations with staff and residents regarding how to inform applicants having beach events about private versus public property and the need to respect private property.

She shared that the Gulf Beaches Library is doing a Silver Santa Tree.

5. Mayor Kapper

- i. Expressed his excitement for the new building department and thanked the Town Manager

for her work on getting the new provider.

6. Town Attorney

- i. No report.

7. Public Works Department

- i. Update provided in packet.

8. Town Manager

- i. Update provided in packet. Town Manager Carey also spoke about the handball beach event Vice Mayor Schoos referred to and shared that she has already begun talking to Attorney Eschenfelder to improve procedures for special event permitting.

G. MISCELLANEOUS

Regular Meeting -- Wednesday, December 10, 2025 – 6:00 P.M.

Upcoming Holiday Events

Annual Tree Lighting – December 7 5-7pm at Nature (DelBello) Park

Home Decorating Contest – Judging is December 11 beginning at 6pm

Holiday Parade (Commissioners and Golf Carts) – December 14. Staging begins 3:30pm at Town Hall. Parade begins at 5pm. Contact Town Hall to register your golfcart. There is a WATCH PARTY for displaced residents and visitors at Constitution Park. Warm beverages will be served.

H. PUBLIC COMMENT

Joe Licata 18035 5 th St E	Spoke about the beach handball event and said that some attendees had gone on to private property. Wanted some clarification on what events can be permitted on the beach and what can be done to prevent situations like this in the future.
Taylee Tellechea (St. Pete Beach Hand Ball)	She apologized for the beach event and did not mean any harm. She shared that she told those participating not to go on private property. She does hope to continue growing the sport on Redington Shores' beaches.

I. ADJOURNMENT

With no further business to discuss, the Commission adjourned at 7:50PM.

Respectfully submitted,

Rafael Soto
Management Analyst

Date Approved by Board of Commissioners

ITEM G.1.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Melissa Futz, Town Clerk
Re: 2026 Town Holidays and Closures

Attached is the 2026 calendar of government holidays and Town Hall closures for the Town of Redington Shores. This calendar follows the Pinellas County schedule with one minor difference. On Christmas Eve, Pinellas County officially closes all offices at 12:00 noon.



2026
TOWN OF REDINGTON SHORES
GOVERNMENT HOLIDAYS AND CLOSURES

Town offices will be closed on the following days.

Holiday/Closure	Date
New Year's	Thursday and Friday, January 1 and 2
Martin Luther King's Birthday	Monday, January 19
President's Day	Monday, February 16
Memorial Day	Monday, May 25
Juneteenth	Friday, June 19
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Veterans Day	Wednesday, November 11
Thanksgiving	Thursday and Friday, November 26 and 27
Christmas	Thursday and Friday, December 24 and 25

The Town of Redington Shores follows the Pinellas County Government Holidays and Closures.
www.pinellas.gov/pinellas-county-government-holidays

ITEM G.2.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Melissa Futz, Town Clerk
Re: 2026 Town Meeting Schedule

Attached is the 2026 calendar of Board of Commissioners Regular and Workshop meetings.



2026
TOWN OF REDINGTON SHORES
SCHEDULE OF MEETINGS

All scheduled meetings are held at REDINGTON SHORES TOWN HALL, 17425 Gulf Boulevard, Redington Shores, unless otherwise noted.

Board of Commissioners Regular Meetings 2nd Wednesday of each month 6:00 PM
January 14, 2026
February 11, 2026
March 11, 2026
April 8, 2026
May 13, 2026
June 10, 2026
July 8, 2026
August 12, 2026
September 9, 2026
October 14, 2026
November 18, 2026*
December 9, 2026

Board of Commissioners Workshop Meetings Last Wednesday of each month 6:00 PM
January 28, 2026
February 25, 2026
March 25, 2026
April 29, 2026
May 27, 2026
June 24, 2026
July 29, 2026
August 26, 2026
September 30, 2026
October 28, 2026
November 25, 2026
TBD

The Parks & Recreation Advisory Committee will meet as needed and will be announced on the Town's website and posted at Town Hall.

Accommodations for Individuals with Disabilities. Individuals with special accessibility needs, including sight or hearing impaired, large print, or interpreter, should contact the Town Clerk at 727-397-5538 at least two business days prior to the meeting.

*Meeting will be held on Wednesday, November 18, 2026.

ITEM G.3.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Melissa Futz, Town Clerk
Re: Ordinance 25-08 First Reading – Rezoning of parcel 109 180th Avenue East

The resident at 109 180th Avenue East is requesting a rezone from commercial to residential. The resident is rebuilding a new home on a lot that was historically zoned commercial but has only had a residential home on it. The Planning and Zoning Board approved the request for Commission consideration at the Planning and Zoning Meeting on December 3, 2025.

ORDINANCE NO. 25-08

AN ORDINANCE OF THE TOWN OF REDINGTON SHORES, FLORIDA, AMENDING THE OFFICIAL ZONING MAP TO REDESIGNATE A 0.14-ACRE PARCEL (MORE OR LESS) LOCATED AT 109 180TH AVENUE EAST FROM C-NR GENERAL COMMERCIAL TO RS-10 MEDIUM/LOW-DENSITY RESIDENTIAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, James and Donna Gilmore (“Applicants”) own the property at 109 180th Avenue East, Parcel ID 31-30-15-88506-003-0060, more fully described in Exhibit “A” attached hereto and incorporated herein by reference (the “Property”); and

WHEREAS, the Property is currently zoned C-NR General Commercial; and

WHEREAS, Applicants submitted an application requesting the Property be rezoned from C-NR General Commercial to RS-10 Medium/Low-Density Residential District; and

WHEREAS, the Town Planner has found this request to be consistent with the Goals, Objectives, and Policies of the Town’s Comprehensive Plan and Land Development Code; and

WHEREAS, on December 3, 2025, the Planning and Zoning Board for the Town of Redington Shores, Florida, having heard testimony and evidence from the Applicants and the Town Planner recommended to the Board of Commissioners for the Town of Redington Shores to grant the rezoning request; and

WHEREAS, after due and proper public hearings on the Applicants’ rezoning application having been conducted by the Board of Commissioner for the Town of Redington Shores and the recommendations of the Planning and Zoning Board having been taken into consideration, the Commission found the rezoning request to be

consistent with the Goals, Objectives, and Policies of the Town's Comprehensive Code and Land Development Code and approved the application.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF REDINGTON SHORES, FLORIDA, IN SESSION DULY AND REGULARLY ASSEMBLED:

Section 1. That from and after the effective date of this Ordinance, the real property described in Exhibit "A" attached and made a part of this Ordinance by reference shall hereby be zoned RS-10 Medium/Low-Density Residential District as said zoning classification is more particularly described in the Land Development Code for the Town of Redington Shores.

Section 2. This Ordinance shall become effective immediately upon its final passage and adoption.

ADOPTED ON FIRST READING on the 10th day of December, 2025, by the Board of Commissioners for the Town of Redington Shores, Florida.

ADOPTED ON SECOND AND FINAL READING on the 14th day of January, 2026, by the Board of Commissioners for the Town of Redington Shores, Florida.

ATTEST:

Melissa Fultz, Town Clerk

Tom Kapper, Mayor

ITEM G.4.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Melissa Futz, Town Clerk
Re: Ordinance 25-09 First Reading – Amending Future Land Use Map of parcel 109
180th Avenue East

The resident at 109 180th Avenue East is requesting a rezone from commercial to residential. The resident is rebuilding a new home on a lot that was historically zoned commercial but has only had a residential home on it. The Planning and Zoning Board approved the request for Commission consideration at the Planning and Zoning Meeting on December 3, 2025.

ORDINANCE NO. 25-09

AN ORDINANCE OF THE TOWN OF REDINGTON SHORES, FLORIDA, AMENDING THE FUTURE LAND USE MAP BY CHANGING THE LAND USE CATEGORY FOR PARCEL NUMBER 31-30-15-88506-002-0060 LOCATED AT 109 180TH AVENUE EAST FROM COMMERCIAL GENERAL TO RESIDENTIAL LOW MEDIUM; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the parcel located at 109 180th Avenue East, Parcel Number 31-30-15-88506-002-0060, as more fully described in Exhibit “A” attached hereto and incorporated herein (the “Property”), is currently designated as Commercial General on the Town’s Future Land Use Map; and

WHEREAS, James and Donna Gilmore (“Applicants”) have made application for the Property to be designated Residential Low Medium on the Town’s Future Land Use Map; and

WHEREAS, the Town Planner finds the request to be consistent with the goals, objectives, and policies of the Town of Redington Shores’ Comprehensive Plan; and

WHEREAS, on December 3, 2025, the Planning and Zoning Board for the Town of Redington Shores, having held a public hearing and duly considered the classification of the Property, recommended to the Board of Commissioners for the Town of Redington Shores to grant Applicants’ request, and

WHEREAS, after due and proper public hearings, consideration of the Planning and Zoning Board’s recommendation, and considering the classification of the Property, the Board of Commissioners for the Town of Redington Shores found the request to be consistent with the goals, objectives, and policies of the Town of Redington Shores Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF REDINGTON SHORES, FLORIDA, IN SESSION DULY AND REGULARLY ASSEMBLED:

Section 1. That Board of Commissioners for the Town of Redington Shores does hereby approve the change to the Town's future land use map for the Property described in Exhibit "A" attached hereto and incorporated herein by reference, from Commercial General to Residential Law Medium.

Section 2. That the Town of Redington Shores future land use map and Comprehensive Plan shall be amended or is hereby affirmed to conform to the designation herein.

Section 3. The effective date of this plan amendment shall be thirty-one (31) days after its adoption if the amendment is not challenged pursuant to § 163.3187, Fla. Stat. If the amendment is challenged, the amendment may not become effective until the state land planning agency or the Administration Commission, respectively, issues a final order determining the adopted amendment is in compliance.

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[SIGNATURES ON THE FOLLOWING PAGE]

ADOPTED ON FIRST READING on the 10th day of December, 2025, by the Board of Commissioners for the Town of Redington Shores, Florida.

ADOPTED ON SECOND AND FINAL READING on the 14th day of January, 2026, by the Board of Commissioners for the Town of Redington Shores, Florida.

ATTEST:

Melissa Fultz, Town Clerk

Tom Kapper, Mayor

ITEM G.5.



Pinellas County Supervisor of Elections

13001 Starkey Rd., Largo, FL 33773 • (727) 464-6108 • VotePinellas.gov

Contract for Conducting Municipal Election

Town of Redington Shores

Municipal Election - March 10, 2026

WHEREAS, the City/Town has requested the assistance of the Office of the County Supervisor of Elections (Supervisor) in conducting its General Election; and

WHEREAS, the Supervisor is agreeable to providing such assistance to the City/Town subject to the following conditions, considerations and agreements arrived at between the parties;

IT IS HEREBY AGREED AS FOLLOWS:

GENERAL PROVISIONS

The election is to be conducted under any applicable ordinances of the City/Town and all sections of Chapters 97-106, Florida Statutes (F.S.) (the Florida Election Code). The City/Town is responsible for all legal notices. It is understood that the Supervisor is in charge of the election, and that the County Canvassing Board is responsible for canvassing the election (no cost to the City/Town).

The City/Town may have a designated representative in the canvassing board room. This designee may only serve in an "observer" capacity and may not participate in the canvassing of the election. The County Canvassing Board will determine whether a recount is required and advise the City/Town. However, the Supervisor is unable to support any type of runoff election.

The County Canvassing Board will certify the election results and will provide a Certificate of Election to the City/Town (ONE Certificate of Election will include all elections held on the same day). The Certificate of Election will be provided to the City/Town after the County Canvassing Board certifies the official election results.

The post-election automated audit may not begin until the Canvassing Board has certified the official election results.

The City/Town is responsible for the costs associated with conducting an annexation election (mapping annexation areas, reassigning addresses, and mailing new voter information cards). The City/Town is responsible for the costs associated with any legal action or contest of election arising from its election. The City/Town, the Supervisor of Elections and the County Canvassing Board agree that the County Attorney's Office will represent the Supervisor of Elections and County Canvassing Board in any legal action concerning the canvass or certification of the election.

It is understood that the provisions of this contract are based on current state law, and if any changes in election law should occur during the period of this agreement, those changes will supersede the terms of this contract where applicable.

Contract for Conducting Municipal Election

The City/Town will provide the Supervisor with the current City/Town definition/boundaries and include a list of ALL annexations (actual list of addresses) since your last election, no later than 5:00 p.m., December 10, 2025. It is the responsibility of the City/Town to ensure the Supervisor has the current definition/boundary information so all eligible voters can participate in the City/Town's election. The City/Town agrees that NO changes to the City/Town definition/boundaries will be made effective between 5:00 p.m., December 10, 2025, and Midnight, March 10, 2026. Contact the IT Department at (727) 464-4958 or SOEIT@VotePinellas.gov for all questions concerning annexations and for providing annexation information (City/Town definition/boundary changes).

This contract must be signed by the City/Town and received by the Supervisor no later than the ballot language deadline of 5:00 p.m., December 10, 2025.

Upon request, the Supervisor may provide to the City/Town with the number of registered voters for this election.

ELECTION INFORMATION

Election Title: Municipal Elections
Election Date: March 10, 2026
Voter Registration Deadline: February 9, 2026

SPECIAL PROVISIONS

City/Town Clerk: Melissa Fultz
*Election Day Cell Phone: (727) 288-7295
Alternate Phone: (727) 397-5538
Email: townclerk@redshoresfl.com
Mailing Address: 17425 Gulf Blvd., Redington Shores, FL 33708

*The City/Town Clerk MUST be available from 5:00 a.m. to 10:00 p.m. on Election Day/Night.

TRANSLATION (Spanish – Section 203, Voting Rights Act) (Matt Smith – 464-5751)

- a. Pinellas County is a jurisdiction covered by Section 203 of the Voting Rights Act and must provide language assistance (Spanish). ALL municipalities within Pinellas County are also covered by Section 203 of the Voting Rights Act.
- b. Full compliance is a requirement for all jurisdictions (County and Municipal). This means that all information directed to voters or otherwise concerning voting-connected activities must be provided in both English and Spanish. This includes, but is not limited to, voter registration, legal advertisements and/or other notices, forms, voting instructions and procedures at the polls or otherwise, polling place signage, any printed voter information guides or website information concerning elections, communication assistance

Contract for Conducting Municipal Election

at the polls and election offices and communication with the jurisdiction's minority language community. The obligations and requirements apply to all elections conducted by the City/Town.

- c. Questions concerning your legal obligations/requirements to comply with Section 203, Voting Rights Act should be directed to your legal counsel.

BALLOT INFORMATION (Wendy Grimes – 464-4987)

- a. Final Ballot Language is due no later than **5:00 p.m., December 10, 2025** and must include all qualified opposed candidates and resolutions and/or ordinances with ballot questions.
- b. All ballot language must comply with Florida Statutes 101.161(1) and the Uniform Ballot Rule (1S-2.032).
- c. Using the Ballot Language Submittal Form – Complete required information. Include information and Candidate Oaths for ONLY qualified opposed candidates in ballot order. All Charter Amendments and/or Referendum Questions with SIGNED/APPROVED Ordinances/Resolutions must include numbering for ballot order and English and Spanish translated text.
- d. Email ballot language to Wendy Grimes at WGrimes@VotePinellas.gov by the final ballot language deadline.

BALLOT LAYOUT/PRINTING (David Wise – 464-4958)

- a. The Supervisor is responsible for creating the ballot (ballot layout will comply with Florida Statutes and the Uniform Ballot Rule).
- b. The City/Town is responsible for approving the City/Town's portion of ballot.
- c. Precinct ballots will be printed by the Supervisor. The Supervisor will bill the City/Town 28 cents per ballot card (includes ground shipping charges). The Supervisor will bill the City/Town for any required expedited shipping charges.
- d. Provisional ballots will be printed by the Supervisor; the Supervisor will bill the City/Town 28 cents per ballot card (25 per city/town). The Supervisor will bill the City/Town for any required expedited shipping charges.
- e. If the City/Town requires a ballot change after ballots are printed, the City/Town is responsible for additional costs.

CANDIDATE AUDIO RECORDING (Nicole Sokolowski/David Wise – 464-4958)

- a. The deadline for candidates to record their names and office titles for the audio ballot is **5:00 p.m., December 17, 2025**. It is the responsibility of the City/Town to notify City/Town candidates of this deadline.
- b. Candidates must call (727) 453-3293; a voice message will prompt the candidate to record his/her name as indicated on the Candidate Oath and the office for which the candidate is running.

MAIL BALLOTS (Marisa Crispell – 464-6108)

- a. The Supervisor will bill the City/Town \$1.58 for each mail ballot kit used in initial mailing (return postage included).
- b. The Supervisor will bill the City/Town \$2.21 for each mail ballot kit used for daily mailing.
- c. The deadline for mailing military/overseas ballots is **January 24, 2026**; at least 45 days prior to the election [F.S. 101.62(4)(a)].

Contract for Conducting Municipal Election

- d. Mailing Schedule for domestic ballots will begin **no earlier than January 29, 2026 and no later than February 5, 2026** [F.S 101.62(4)(b)].
- e. After the initial mailings, ballots will be mailed as requests are received. The deadline to request a ballot be mailed is **5:00 p.m. February 26, 2026**; twelve days prior to the election. [F.S. 101.62]
- f. The City/Town will provide voting assistance in assisted living facilities and nursing homes, if requested, per F.S. 101.655.
- g. Duplicate and test ballots will be printed by the Supervisor; the Supervisor will bill the City/Town 38 cents per ballot card.

LEGAL NOTICES (Ashley McKnight-Taylor – 453-7553)

- a. The City/Town is responsible for ALL legal notices required by State Statute and by City/Town Charter/Ordinance, with the exception of the County Canvassing Board Meeting/Testing Schedule.
- b. The Supervisor will publish the County Canvassing Board Meeting/Testing Schedule at no cost to the City/Town.
- c. The Supervisor will provide the City/Town a County Canvassing Board Meeting/Testing Schedule, Polling Place List, Polling Place Changes list and Sample Ballot.

TESTING THE BALLOT COUNTING EQUIPMENT (David Wise – 464-4958)

The County Canvassing Board will certify test results of the ballot counting equipment and file the election parameters with the Division of Elections. All tests will be performed at the Election Service Center, 13001 Starkey Road, Largo.

CANVASSING BOARD MEETING SCHEDULE (Ashley McKnight-Taylor – 453-7553)

- a. **The Supervisor will publish the Canvassing Board Meeting/Testing Schedule at no cost to the City/Town.**
- b. All Canvassing Board Meetings will take place at the Election Service Center, 13001 Starkey Rd., Largo.
- c. A Canvassing Board Schedule will be emailed to the City/Town Clerk as part of this contract.
 - i. The Canvassing Board/testing schedule reflects ALL possible meeting days.
 - ii. The Canvassing Board will modify the schedule as needed based on the number of mail ballots received. Updates to the canvassing board schedule will be posted to the Supervisor's website (VotePinellas.gov).

CANVASSING MAIL BALLOTS (Carriane McQuay – 464-5723)

The Supervisor, in the presence of the County Canvassing Board will open and prepare mail ballots for tabulation at the Election Service Center. Questionable ballots will be presented to the County Canvassing Board for decision. The Canvassing Board/testing schedule reflects ALL possible meeting days. The Canvassing Board will modify the schedule as needed based on the number of mail ballots received. Updates to the canvassing board schedule will be posted to the Supervisor's website (VotePinellas.gov).

Contract for Conducting Municipal Election

PROVISIONAL BALLOTS (Carriane McQuay – 464-5723)

The Supervisor will research each provisional ballot to determine the voter's eligibility and will present the provisional ballots to the County Canvassing Board for decision. Voters casting a provisional ballot have two days after Election Day to provide written proof of eligibility to the County Canvassing Board. The deadline for this election is **5:00 p.m., March 12, 2026** [F.S. 101.048]. All provisional ballots will be canvassed at the Election Service Center.

POLL WATCHERS (Wendy Grimes – 464-4987)

- a. Election Day poll watcher designations must be submitted to the City/Town by **NOON, February 24, 2026** (Prior to noon on the second Tuesday preceding Election Day [F.S. 101.131(2)]). The City/Town will email all poll watcher designation forms (DS-DE 125) to Wendy Grimes at **WGrimes@VotePinellas.gov by 5:00 p.m. Wednesday, February 25, 2026** and the Supervisor will verify whether they are Pinellas County registered voters.
- b. The Supervisor will furnish a list of approved poll watchers to the City/Town **by 5:00 p.m. March 3, 2026** (on or before the Tuesday before Election Day [F.S. 101.131(2)]).
- c. Each poll watcher must wear an identification badge while performing his or her duties [F.S. 101.131(5)].
- d. Poll watchers shall produce identification to the precinct clerk upon entering the polling place (this information will be verified against a list of designated poll watchers compiled prior to election day).
- e. The Supervisor of Elections shall provide to each designated poll watcher an identification badge that identifies the poll watcher by name at the polling place.

OVER-THE-COUNTER BALLOT PICKUP AND DROP-OFF (Marisa Crispell – 464-6108)

- a. In-office ballot pickup and drop-off will be available in each Supervisor of Elections Office, Monday through Friday from 8:00 am until 5:00 pm (no holidays/weekends) beginning 45 days prior to the date of the election.
- b. The City/Town, pursuant to F.S. 101.657(1)(e), has opted out of conducting early voting.

VOTING EQUIPMENT AND SUPPLIES (Byron Green – 464-6109)

- a. The Supervisor will contract with a moving company to transport the voting equipment and supplies to and from polling locations. Cost is the responsibility of the City/Town and will be billed by the Supervisor.
- b. Supplies not transported by the moving company will be picked up by the precinct clerks after Clerks' Class at the Election Service Center.
- c. The Supervisor will contract to have paper precinct registers for Election Day printed by a vendor and will bill the City/Town. These paper precinct registers are a "back-up system" to the electronic poll book system and will be included in the polling place supplies sent to each polling place.

Contract for Conducting Municipal Election

POLL WORKERS (Byron Green – 464-6110)

- a. The Supervisor will recruit, assign, train, and compensate ALL poll workers. The city/town will be invoiced for these costs and reimburse the Supervisor.
- b. A Deputy Sheriff will deputize the poll deputies.
- c. Poll workers that are unable to work Election Day but attended class(es) will **not** be compensated for class attended (amount varies by position).

Poll Worker Pay Rates	
Precinct Clerk	\$310 + \$30 for classes (2) + \$15 Equipment Setup = \$355
Assistant Clerk	\$260 + \$20 for class (1) + \$15 Equipment Setup = \$295
Machine Manager	\$240 + \$10 per class (1) + \$15 Equipment Setup + \$10 EM Return Site = \$275
Voting Equip. Support	\$240 + \$15 per class (1) + \$15 Equipment Setup = \$270
Assist. Machine Manager	\$240 + \$10 per class (1) = \$250
Inspector	\$230 + \$10 per class (1) = \$240
Precinct Deputy	\$230 + \$10 per class (1) = \$240

POLLING PLACES (Byron Green – 464-6110)

- a. The Supervisor will select, contract with and compensate polling places [F.S. 101.715].
- b. The Supervisor will pay polling places and bill the City/Town.
- c. The Supervisor will give each Precinct Clerk a cell phone to use Election Day.
- d. If polling place changes are needed, the Supervisor will notify the City/Town in writing, listing the precincts and polling location changes by **5:00 p.m., Friday, February 6, 2026** (at least 30 days prior to the election).

POLLING PLACE CHANGE NOTICES (David Wise/Nicole Sokolowski – 464-4958)

- a. If notices are needed, the Supervisor will provide the names and addresses of the affected voters to the vendor; **one per household, unless otherwise indicated by the city/town**. Notices must be mailed by **February 24, 2026** (at least 14 days prior to the election).
- b. The City/Town is responsible for costs associated with notice printing and mailing. The Supervisor will be responsible for the notice design, arrangements with the vendor for printing/mailing, proofing live samples of the household address, precinct number and polling place information.
- c. The City/Town is responsible for publishing any polling place changes in a newspaper of general circulation [F.S. 101.71(2)].

Contract for Conducting Municipal Election

ELECTION NIGHT PROCEDURES (Dustin Chase – 464-4988)

- a. The Supervisor will have unofficial election results modemed from the polling places to the Election Service Center.
- b. The Supervisor will have the precinct scanner memory sticks, voted precinct and provisional ballots, and election supplies transported to the Election Service Center.
- c. Results will be released throughout the night and posted to the Supervisor's website (VotePinellas.gov). The Supervisor will provide unofficial results on election night.
- d. Campaign Signs – If candidates wish to reuse their campaign signs left at the polls on Election Day, the signs must be collected by campaign staff prior to poll workers removing and disposing of them after the polls close. It is the responsibility of the City/Town to communicate this information to their candidates.

AFTER ELECTION DAY (Ashley McKnight-Taylor – 453-7553)

- a. Provisional ballots will be canvassed. All ballots accepted by the County Canvassing Board will be processed and added to the election night results to produce Official Election Results. Provisional ballots cannot be rejected until after the deadline for provisional ballot voters to provide written proof of eligibility [F.S. 101.048].
- b. The County Canvassing Board will certify the election results and will provide a Certificate of Election to the City/Town (ONE Certificate of Election will include all elections held on the same day). This document will be provided to the City/Town via email after the County Canvassing Board certifies the official election results.
- c. The County Canvassing Board will conduct a post-election automated audit in accordance with F.S. 101.591 and Division of Elections Administrative Rule 1S-5.026. The Supervisor will post the required post-election audit notices to the Supervisor's website and at each election office. The Supervisor will post the final post-election audit report to the Supervisor's website.
- d. Election materials will remain sealed at the Election Service Center for ten days after certification of the election. The City/Town will be notified when all election materials are ready to be picked up.

DATA ORDERS (David Wise/Nicole Sokolowski – 464-4958)

The City/Town is to place data orders directly with an IT staff member by contacting (727) 464-4958 or SOEIT@VotePinellas.gov.

VOTER HISTORY (David Wise/Nicole Sokolowski – 464-4958)

When voter history is completed, the City/Town may download the current voter registration file at VotePinellas.gov, which includes voter history for this and any past elections.

Contract for Conducting Municipal Election

ELECTION COSTS (Susan Morse – 464-6108)

- a. In addition to specific costs noted in this contract, the City/Town will pay an administration fee of 40 cents per registered voter; the minimum charge is \$400.
- b. The City/Town will be provided an invoice based on election cost estimates. Payment must be received no later than **5:00 p.m., December 10, 2025**. After the election, based on actual election costs, the Supervisor will reimburse the City/Town for unused funds or provide the City/Town with an invoice for additional costs incurred.

By affixing their signatures hereto, the parties acknowledge each to the other that they have full authority to enter this Contract.

APPROVED:

OFFICE OF THE PINELLAS COUNTY SUPERVISOR OF ELECTIONS

Print name: _____

Title: _____

Date: _____

APPROVED:

☐ CITY/TOWN MANAGER ☐ MUNICIPAL CLERK

Print name: _____

Date: _____

APPROVED AS TO FORM:

OFFICE OF THE PINELLAS COUNTY ATTORNEY

Print name: _____

Title: _____

Date: _____

REVIEWED AND APPROVED:

CITY/TOWN ATTORNEY

Print name: _____

Date: _____

ATTEST TO:

☐ OFFICE OF THE TOWN OF REDINGTON SHORES

Print name: _____

Title: _____

Date: _____

ITEM H.7.



Town of
Redington Shores
Nature's Beach

Date: December 4, 2025
To: Board of Commissioners
From: Michael Pafumi, Public Works Department Supervisor
Re: Public Works Department Monthly Report – November

Public Works Department November Monthly Report

Routine daily activities conducted by the Public Works Dept.

- Daily check of 4 the town lift stations to ensure proper function.
- Daily emptying of dog waste cans within the community.
- Ensuring bus stop trash receptacles are emptied.
- Checking and ensuring all town storm drains are clear of debris.
- Assisting town hall staff with routine duties and citizen requests for service.
- Weekly raking of the beach with the beach tractor and rake.
- Lawn cutting / landscaping of all town parks, medians and easements.

Activities for November not including normal daily activities:

- Constitution lot repaved and re-stripped.



- Nature Park prepared for Christmas Tree Lighting, Christmas Tree assembled and decorations set up.





- BLD, GUSC and APS continue repairs and lining of town sewer system.
- As work continues, there have been numerous serious infrastructure issues. All issues have been addressed in an efficient, timely manner.

Pending/ upcoming projects.

- Replacement of damaged Radar digital speed signs.

ITEM H.8.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Margaret Carey, Town Manager
Re: Building Department Update

CAP will complete their 1st month with our town on December 12. Staff have been getting organized and trained. Operations are running smoothly.

PERMIT STATS

Here are the permit stats from 11/12/25 to 12/2/25:

Issued Permits 45

Under Review 11

Payment Pending 1

Ready to Issue 5

(could be waiting on contractor updated credentials and/or insurance, first permit to close, or HOA approval letters)

Incomplete Applications 2 (waiting on documents)

TOWN HALL HOURS

The Building Department has been tracking walk-in traffic to determine recommendations for Town Hall/Building Department hours. This item will be presented at the January 14, 2026 Regular meeting.

UPDATED FEE SCHEDULE

The Building Official is working on revisions to the fee schedule and will present her recommendations to the Commission at the January 28, 2026 Workshop.

NON-COMPLIANT HOMES

The Building Official is working to identify non-compliant properties. She will present a summary and recommendations regarding expired permits, incomplete applications, and absence of permit applications on storm-damaged homes at the January 28, 2026 Workshop.

ITEM H.9.



Town of
Redington Shores
Nature's Beach

Date: December 10, 2025
To: Board of Commissioners
From: Margaret Carey, Town Manager
Re: Monthly Update – Town Manager's Report

Here are the highlights for November 10 – December 5, 2025.

The big news for this past month includes:

- The town received Penny for Pinellas reimbursement funds in the amount of \$2.4M for the Utility Undergrounding project.
- Prepared for the holidays with event planning and decorating of town hall and parks.
- Our first month with CAP went quite smoothly.

Week of November 10, 2025

- Welcomed CAP as our new building department – and assisted with the onboarding.
- Attended Special Magistrate Hearing
- Attended the Bill Queen park dedication
- Attended Regular Commission meeting.
- Worked with Rafael to address FDEM requirements for storm reimbursement.
- Attended a networking luncheon at PIE airport with the Florida Women Leading Government group.

Week of November 17, 2025

- Researched sign upgrade options for Nature Park. Also visited the park to assess for any repairs needed. We are only waiting on the kayak dock repairs.
- Fixed an issue with the Smartgov portal to prohibit Redington Beach permit applicants from continuing to pay on our system (vs. SafeBuilt).
- Onboarding with the new Building Official, Eve Spencer.
- Addressed a sewer issue on Atoll Avenue.
- Discussed sealcoating estimates with Mike Pafumi. For town hall parking lot.
- Set up new Instagram account for the town.
- Uploaded the County's beach nourishment video with Mayor Kapper and Mayor Super.

Week of November 24, 2025

- Met with Rafael to discuss FEMA outstanding items.
- Followed up on a citizen concern regarding trash/recycling pickup.
- Holiday event planning.
- Confirmed holiday streetlight decoration installation with the vendor.

Week of December 1, 2025

- Received Penny for Pinellas reimbursement funds for the Utility Undergrounding Project in the amount of \$2,394,233.00.
- Holiday event planning and decorating of Town Hall and Nature Park.
- Attended BIG-C meeting at Indian Shores.
- Attended P&Z meeting where a resident was requesting a rezone from commercial to residential. The resident is rebuilding a new home on a lot that was historically zoned commercial, but has only had a residential home on it. P&Z approved the request.
- Met with a representative from Duke to discuss the Undergrounding Project.
- Assisted the Clerk with Election Qualifying preparation.