



# Pinellas County

## Staff Report

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File #: 25-1673A, Version: 1

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### **Subject:**

Receipt and file report of non-procurement items delegated to the County Administrator for the period ending November 30, 2025.

### **Recommended Action:**

Accept the receipt and file report of non-procurement items delegated to the County Administrator.

### **Strategic Priorities:**

Smart Service Delivery

4.2 Achieve and maintain a high level of customer satisfaction

### **Summary:**

Attached is a list of items in alphabetical order, by submitting department, and the date the County Administrator executed the document. Only fully executed, complete items are filed on this report, resulting in a timing difference in filing of some items if the County Administrator executes the document prior to the other party.

### **Background Information:**

The Board of County Commissioners (Board) granted authority to the County Administrator to approve and sign certain documents per §2-62, Pinellas County Code. This delegated authority includes, but is not limited to: contracts, interlocal agreements, intergovernmental contracts, grant agreements not to exceed \$250,000.00, change orders not exceeding 10% of the amount awarded by the Board or \$250,000.00, whichever is less, grant applications for grants from state or federal agencies in amounts not to exceed \$1,000,000.00, temporary licenses, options of renewal under same terms and conditions and releases of lien and mortgage paid in full. The items approved by the County Administrator are filed as a consent agenda item with the Board at least quarterly.

### **Fiscal Impact:**

N/A

### **Staff Member Responsible:**

Jo Alejandra Lugo, Department Manager/ Agenda Coordinator

### **Partners:**

N/A

### **Attachments:**

12/16/2025 Delegated Log