



## **Council Workshop Minutes July 22, 2020**

- Call to Order at 9:32 p.m.
- Roll Call
  - Mayor Dudley
  - Councilmember Hautt
  - Councilmember Nobel
  - Councilmember Zemaitis
  - Manager Campbell
  - Attorney Mora
  - Vice-Mayor Howell absent
- Presentation of Building Department Fee Study Results

Over a multitude of years, the Building/Permitting Department of the Town of Kenneth City has produced inadequate cost recovery. This has led to the subsidizing of the department by other revenue sources from general town activities. The current user fees do not adequately cover the labor and time costs of the department, and thus need to be reviewed. The fees currently in affect are below the average fees for the majority of Pinellas County. Over the past four (4) years, the average revenue from user fees has been approximately \$40k/yr. Expenditures have averaged approximately \$88k/yr.

Manager Campbell stated we have tapped into every source possible for funding to run the Town, outside of fire tax or stormwater utility tax.

This inhouse study seeks to ascertain a new schedule of fees that are appropriate and competitive with surrounding communities. Manager Campbell thanked Will Curvin and Ian Ryan for all their help in putting together this fee study.

For other sources of income, the Town can use the resources we have to get more money back from our Town resources.

However, the Town can't ask for payment from Kenneth City residents to rent Town Hall, Community Hall or Ernst Park, due to a 1957 deed by Sidney Colen. Thus, other rental fees need to be established to provide some return on investment. Some ideas of income are birthday packages for rentals or splash-pad rentals after hours.

Councilmember Zemaitis questioned if an additional employee would be need to distributed the equipment.

Manager Campbell stated it would be part of the reservation packet, when a Pavilion or the Hall is rented.

A rental equipment vending machine was being looked at, but at this time being exposed to the weather would be an issue, other options were being explored.

Councilmember Noble, questioned the part-time status of the building department and the cost to the Town. Also, she questioned the Customer Service that is being provided in the Building Department. She wanted to see the options that would be available for staffing of the building department. She also would the permit process automated.

Manager Campbell stated the amount we pay Pinellas Park provides building department services, to have a building official available and inspectors in the four major trades.

Manager Campbell stated we need to go above and beyond to the general public in these unprecedented times.

Manager Campbell is continuing to meet with the Pinellas Park staff on this issue.

Attorney Mora stated Kenneth City doesn't supervise or direct employees of Pinellas Park. They provide coverage, subject to their staffing in Pinellas Park.

Councilmember Noble asked about what the \$400 variance fee covers.

Manager Campbell stated advertising in the St. Pete times and the administrative cost associated with the variance process.

Mayor Dudley stated that there was talk in the past about doing away with the \$5.00 garage sale fee, but the Town wanted to be able to regulate the amount of garage sales a resident has per year.

Staff has the consensus to revisit this fee schedules and move forward with further discussion for this fee study.

Staff will continue working on this and bring back a resolution that updates the fees.

Councilmember Hautt asked if we could implement a Stormwater or Fire tax.

Manager Campbell stated the Stormwater Utility Tax is a lot more widely accepted with our neighboring municipalities. The Fire Tax is a lot more difficult to pass. There has been only City that tried, it did not pass.

#### ○ Adjournment

Motion: Councilmember Zemaitis

Second: Councilmember Hautt

All in favor Motion passed, meeting adjourned at 10:11 p.m.

Respectfully submitted,  
Cindy M. Matson, Town Clerk

