



THE TOWN OF KENNETH CITY, FLORIDA
Council Meeting
PUBLIC NOTICE

The Council of the Town of Kenneth City will meet at Community Hall, located 4600 58th Street North, Kenneth City, Florida to discuss the agenda items of Town business listed at the time indicated below.

6:30 pm

March 9, 2022

Community Hall

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Roll Call
- D. Administration of Oath of Office, Kenneth City Police Chief
 1. Mike Vieno

- E. Consent Agenda
 1. February Meeting Minutes:
 - February 9th, 2022 Council Meeting

- F. Public Comment – formerly called Open Forum (limited to 3 minutes)

Please state your name and address for the record. Public participation is encouraged. If you are addressing the Council, step to the podium and state your name and address for the record.

Public comments can also be submitted by email to the Town Clerk at Town57@kennethcityfl.org, written comments must be received by 4pm on the day of the meeting and will be read aloud during the meeting. Please limit your comments to 400 words as the comments are limited to three minutes.

- G. Action Agenda
 1. Resolution to Cancel March 2022 Election
 - Exhibit 1: Resolution 2022-02
 2. Council Approval to Enter into an Agreement with Special Magistrate
 - Exhibit 2: Special Magistrate, Packet Submitted
 3. Fundbalance Account Creation
 - Exhibit 3: Fund Balance Account Formation (Park Amenities)
 4. Personnel Addition Request
 - Exhibit 4: Recreation Support Specialist I
 5. SpaceCraft: Free Art Activities for Children of Kenneth City
 - Exhibit 5: SpaceCraft Mobile Art

- H. Department Reports (Public Safety, Public Works, Code Enforcement and Building)

1. Summary and Report by Pinellas Park Fire Chief Brett Schlatterer
Exhibit 6: Fire Department Report
 2. Summary and Report by Chief Mike Vieno
Exhibit 7: KCPD stats
 3. Summary and Report by Town Manager, Pete Cavalli
Exhibit 8: KC Building Stats & Building Fees from Kmart Property
- I. Officer Reports (Town Clerk, Attorney and Town Manager)
- Exhibit 9: Town Financial Summary
 - Exhibit 10: Forward Pinellas
 - Exhibit 11: Administrative Policy and Procedures: 2022-01
- J. Mayor/Council Comments
1. Councilmember Noble
 - Status/update on Chapter 54
 - Contract for CPA
 - Beginning Budget Preparation
- K. Adjournment

Any person who decides to appeal any decision of the Town Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the Town Clerk to transcribe verbatim minutes; therefore, the applicant must make the necessary arrangements with a private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation in order to participate in this meeting should call 727-498-8948 or fax a written request to 727-498-8841. www.kennethcityfl.org



THE TOWN OF KENNETH CITY, FLORIDA

Council Meeting Minutes
February 9, 2022

A. Call to Order

B. Invocation and Pledge of Allegiance

C. Roll Call

Present were Councilmember Noble, Councilmember Cummings, Councilmember Roberts, Vice Mayor Zemaitis, Mayor Howell, Town Manager Cavalli, Attorney Mora and Town Clerk Ana Cabezas.

D. Consent Agenda

January Meeting Minutes
01/12/2022 Council Meeting

Motion to approve consent agenda made by Councilmember Noble.
Second was offered by Vice Mayor Zemaitis.
All in favor
Motion to approve consent agenda passed

E. Police Chief Presentation of Awards

- Interim Chief Michael Vieno presented Officer Thomas Howsare a *Meritorious Service Award*. Chief Vieno then described a recent incident where Ofc Howsare responded to a call that involved a female deputy from the sheriff's office that was being physically attacked. Ofc Howsare intervened, which led to the arrest of the assailant.

F. Public Comment

Michael Wimmers, 6038 44th Ave N

Mr. Wimmers asked for clarification regarding Code Enforcement. He expressed confusion and concern stating that he has never seen the Town's code enforced. The Mayor and the Town Manager each responded to Mr. Wimmers concerns and provided clarification regarding the job the code enforcement officer has been given and steps he can take if he feels he isn't being heard.

Ken Nielsen, 5921 46th Ave N

Commented on discussions that were had during Chapter 54 Workshops last December.

Karin Bach, 6435 43rd Ave N

Commented on people parking on their lawns, trash in front of houses, dump-trucks and RVs. She stated that she didn't see enforcement of town's codes which prohibited such. Mayor Howell advised her to discuss her concerns with the Town Manager and Code Enforcement Officer.

Mayor Howell closed public comment.

G. Action Agenda

1. Duke Energy ROW. Ordinance No. 2021 656 *SECOND READING*
Atty Mora introduced ordinance No. 2021-656 which grants Duke Energy an electric utility *right of way* utilization franchise in the Town of Kenneth City.

Mayor Howell asked if there was public comment.
No comments were made.

Motion to approve Resolution 2022-01 made by Councilmember Noble.
Second was offered by Vice Mayor Zemaitis.

All were in favor
Motion passed.

2. Accela Technology Upgrades
Manager Cavalli shared a presentation on Accela Technology. The Manager stated that this software platform will provide services to Town residents and customers in a 24-hour environment that will also enable to Town to accept payments using credit and debit cards. This platform will also act as the backbone to many of the Town's functions going forward. The Manager asked that the council approve the \$60,000 expenditure for this service. The Manager explained that \$50k of this expense was already approved in the budget and that the remaining \$10k will be drawn from unexpended funds in the Capital Improvement Project Fund for street signage.

Mayor Howell asked the Manager a few questions. Councilmember Noble shared a few considerations. Councilmember Cummings asked for clarification on capabilities of the software. Vice Mayor Zemaitis shared that she "I absolutely support this" and confirmed how challenging the current system is given the limited building department hours and current inability to accept credit or debit payments.

Motion to approve \$60,000 expenditure offered by Councilmember Noble
A second was offered by Councilmember Zemaitis

Mayor opened the floor to public comment

Paul Ashe, 6412 44th Ave North

Mr. Ashe asked for clarification regarding the technical issues residents might encounter with the Software. Manager Cavalli explained that the software support would be available 24 hours a day, 7 days a week. Mr. Ashe asked if the to-date violation notices would be rolled-over into the new database. Manager Cavalli explained that the service would not include migration of data however, since we have approximately one-and-a-half months' worth of code enforcement data, it would not be cumbersome to enter it manually into this new system.

A roll call vote was taken

Councilmember Noble: Yes

Councilmember Cummings: Yes

Councilmember Roberts: Yes

Vice Mayor Zemaitis: Yes

Mayor Howell: Yes

All in favor

Motion was approved

H. Department Reports

Public Works

- Manager Cavalli provided updates for DPW. He reports that automatic closures will be added to the gates at the playground, splashpad and dog park
- Lights will soon be installed at the VFW monument. Landscaping is next step and Florida Native flowers and shrubs are being considered.
- Public Works department has completed a lot of equipment repairs.
- They are currently also preparing for March 5th event.

Public Safety

- Chief Vieno shared the January traffic statistics (education, citations and warnings).
- Working on finalizing March 5th, Spring Festival event.
- Working on calendar for the remainder of 2022 Town Events (movies in the park, 4th of July etc).
- Chief Vieno reviewed Fire Department statistics for January.

Councilmember Noble asked for updates regarding vehicles being burglarized. Chief Vieno explained they have been asking people to lock their vehicle doors as the majority of the burglaries have been of unlocked/unsecured vehicles.

I. Officer Reports

Town Clerk

Clerk Cabezas shared that she has scheduled a training and orientation for the Town's Board of Adjustments and Planning and Zoning Board to occur next Wednesday, 2/16th at 6:30pm. The Town Attorney will be providing the Board Members an overview of Florida Government in the Sunshine laws. The Clerk also shared that the Florida Commission on Ethics is transitioning to electronic filing for Form 1. Every Board member has been provided with a town email address.

Town Manager

Manager Cavalli spoke briefly regarding the Town's new *Brush Pick up* policy on how the fee structure was developed.

Manager Cavalli gave updates on talks with *Forward Pinellas* and some future projects. He shared updates on the Town's relationship with *Keeping Pinellas Beautiful* as well as updates on other community partnerships and networking opportunities.

Financial reports: Manager Cavalli went over the most recent financial report created by the Town's accountant. He shared that the Town is currently at about 23% of the budgeted expenditures. He reported that we are substantially under budget in most departments. He shared that he is interested in exploring better options for Town investments and will report back to the Council on that at a later date.

Attorney

Randy Mora clarified for the council that the meeting next week is for Board members, specifically. Council members are not required to attend.

Attorney Mora shared that he has been working with the Town Manager to navigate the Solid Waste contract developments as well as the live RFP for a Special Magistrate to help the Town enforce Code Ordinances.

Code-Enforcement

Dave Wysong, Code Enforcement Officer provided updates to the Town on what he has been doing. He provided January statistics.

Mayor Howell asked how residents are receiving him. Wysong reported that most of the residents are receptive and understanding. Manager Cavalli reported that he has joined Mr. Wysong on a few drives around Town and that he is amazed by his great rapport with residents and his effectiveness thus far.

J. Mayor/Council Comments

Councilmember Noble spoke about a new website that will serve the entire county called “One Pinellas” and she shared updates on future transportation developments.

Mayor Howell closed the meeting asking that residents come to the Town Administration whenever they have any concerns or questions. He said that the new Town Manager “is doing a good job and he has a good team.”

K. Adjournment

Motion to adjourn the meeting was made by Councilmember Cummings

Second was made by Councilmember Roberts

All in favor

Meeting was adjourned at 7:43pm

Note: This meeting and all City Council Meetings, Special Workshops, Hearings and Committee Meetings are posted in advance on the Town’s letterboards as well as the Town’s website, newsletters and Facebook pages.

**TOWN OF KENNETH CITY
RESOLUTION NO. 2022-02**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF KENNETH CITY, FLORIDA, CANCELLING THE MARCH 15, 2022, MUNICIPAL GENERAL ELECTION, AS AUTHORIZED BY RESOLUTION NO. 2021-10, PROVIDING FOR COUNCILMEMBER BONNIE NOBLE AND COUNCILMEMBER MEGAN ZEMAITIS TO BE SEATED FOR TWO-YEAR TERMS, AND PROVIDING FOR AN EFFECTIVE DATE FOR THE COMMENCEMENT OF THEIR RESPECTIVE ELECTED TERMS.

WHEREAS, Town of Kenneth City Resolution No. 2021-10 called for a general election on March 15, 2022, for the purpose of electing qualified candidates to fill the vacancies of two Town Council seats, each for two-year terms; and

WHEREAS, Resolution No. 2021-10 stipulated in Section 2 that the outcome of the election for the two Council seats shall be determined in favor of those two candidates receiving the greatest number of votes; and

WHEREAS, at the close of the Candidate Qualifying Period only two qualified electors, Bonnie Noble and Megan Zemaitis, qualified to appear on the March 15, 2022 ballot as Councilmember candidates; and

WHEREAS, Fla. Stat. § 101.151 (7) declares that the names of unopposed candidates should not appear on a general election ballot, and each unopposed candidate should be deemed to have voted for himself or herself.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF KENNETH CITY, FLORIDA THAT:

Section 1. The Town Clerk has already notified the Pinellas County Supervisor of Elections that the Town of Kenneth City does not require a municipal election on March 15, 2022, because only two candidates qualified for the two vacancies and the March 15 election shall therefore be cancelled.

Section 2. Consistent with Florida’s Statutes, incumbent Councilmember Bonnie Noble shall assume the seat for her new term and be sworn in at the Town Council meeting on April 13, 2022.

Section 3. Consistent with Florida’s Statutes, incumbent Councilmember Megan Zemaitis shall assume the seat for their new term and be sworn in at the Town Council meeting on April 13, 2022.

PASSED AND ADOPTED this 9th day of March, 2022, by the Town Council of the Town of Kenneth City, Florida.

Mayor Robert J. Howell

ATTEST:

Ana Cabezas, Town Clerk



TO: Mayor and Council
FROM: Pete Cavalli, Town Manager
DATE: March 9, 2022
RE: Fund Balance Account Formation (Park Amenities)
Donation by Kenneth City Social Club

Summary

The Kenneth City Social Club has some unexpended funds that they would like to donate to the Town of Kenneth City as they have disbanded. The intended purpose of these funds would be restricted to the Town’s improvements of its parks’ amenities; including amenities that support fishing and other outdoor activities.

The amount is likely to be between \$1,000 to \$2,000.

This account would be able to be a repository of fund from our Town Partners that will also be able to add funds to this fund balance account.

Discussion

A member of the Kenneth City Social Club approached Staff in regards to their deposit of \$250.00 for the use of the Community Room. Discussion ensued which led the Social Club’s Chief Executive Officer stated that they would like the funds to be donated to the Town in a restricted account to support the improvements of the Town’s parks; including amenities that support fishing and other outdoor activities.

The Town has had other similar conversations with its partners throughout the community. The creation of a fund balance account to serve as an instrument to collect these and future funds for the purpose of improvements later.

This is a common practice as nonprofits that terminate operations donate their remaining funds and equipment to nonprofits with a similar mission.

This account will likely start with a donation around \$1,000 to \$2,000, but will be added to by the Town’s Partners throughout the upcoming years.

Financial Impact

This action will not have a financial impact other than the creation of a fund balance account for the restricted purpose of making future improvements to the Town’s Park System.

Conclusion

Staff respectfully requests Town Council's approval to create a fund balance account to accommodate the donations from the Kenneth City Social Club and other Town Partners for the expressed intent to improve the Town's Park System as well as supporting outdoor activities including fishing.

**EXPRESSION OF INTEREST
TO PROVIDE SPECIAL MAGISTRATE SERVICES
TO THE TOWN OF KENNETH CITY
BY ATTORNEY BART R. VALDES**



de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP
Orlando | Tampa | Tallahassee | Melbourne

609 West Horatio Street
Tampa, Florida 33606
(813) 251-5825

March 3, 2022

VIA HAND DELIVERY

Town of Kenneth City
Attn: Peter Cavalli, Town Manager
6000 54th Avenue North, Kenneth City, FL 33709

Dear Mr. Cavalli,

We recently learned that the Town of Kenneth City is looking for a Code Enforcement Appeals Special Magistrate to affirm or reverse code enforcement citations and fines resulting from enforcement action taken by the Town. Please accept this letter and the information below as my expression of interest in this position.

Over the past 20 years, I have gained significant experience on both sides of the dais. As part of my practice, I have represented, and continue to represent, local governments, community development districts, and special districts in public hearings, general litigation matters and eminent domain cases. Also, I have represented clients before numerous elected bodies, appointed boards, and special magistrates in code enforcement cases, variance requests, special use and special use exception applications and other growth management proceedings.

Further, I have served as the Special Magistrate for the City of Madeira Beach for Code Enforcement and Variance matters. Many of the cases before me dealt with short term rentals, parking issues and construction violations. Our firm has also been very active in regard to advising government clients on COVID-19 issues.

Please find attached my resume, other information about our law firm, references and proposed compensation. I have also enclosed information on Lindsay A. Moczynski, another lawyer in our office who is able to serve as back-up Special Magistrate if necessary. I appreciate your consideration and am available to answer any questions you may have about this submission.

Sincerely yours,

A handwritten signature in blue ink that reads "Bart R. Valdes". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bart R. Valdes

ATTORNEY / FIRM INFORMATION

GENERAL QUALIFICATIONS AND EXPERIENCE OF FIRM

The senior partners of the law firm of de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP (“DSK Law”), began practice together in 1976, and have developed a dynamic firm that has grown with Florida to be one of Central Florida’s largest firms. The firm is engaged in the general practice of law and represents individual, corporate and government clients in a variety of legal matters. The emphasis of the firm has always been the representation of clients in civil matters, including, commercial litigation, local government matters, insurance defense, labor and employment, foreclosure and evictions, real estate disputes, and many other matters. This diversified practice includes representation of clients in state and federal courts, administrative proceedings, and quasi-judicial hearings throughout the State of Florida.

Our representative non-government clients span a wide spectrum of the corporate and business world, including a large credit union, a nationwide loan servicer, a major stock brokerage company, the nation's largest insurance company, one of the nation's largest apartments and business management firms, one of the nation's largest car and truck rental companies, and real estate companies and contractors.

The firm has offices in Tampa, Orlando, Melbourne, and Tallahassee. DKS Law's goal is to provide excellent service on a consistent basis to all of its clients in every matter.

SPECIFIC EXPERIENCE WITH LOCAL GOVERNMENT CLIENTS

DSK Law has an extensive history of working with, and representing, local government clients. Many of the firm’s Partners, including Bart Valdes, have, during their respective careers, represented local government clients in a variety of matters. These matters and clients include:

- Representation of appointed Quasi-Judicial Boards for Orange County, Seminole County, the City of St. Cloud, the City of Clermont, the City of Belle Isle, and the City of Longwood.
- Representation of City Staff presenting cases before code enforcement boards for the City of St. Cloud, the City of Maitland and the City of Clermont.
- Service as Code Enforcement Special Magistrate for City of Madeira Beach (Bart Valdes), City of St. Pete Beach (Norman Nash), Orange County (Yvette Rodriguez Brown), City of Lake Helen (D. John Morgeson, Jr.), and Orange City (Daniel F. Mantzaris).
- Special Legal Counsel for labor and employment matters for the City of St. Cloud and for student disciplinary matters for Seminole County School District (Daniel F. Mantzaris, Thomas F. Neal and Lindsay N. Oyewale).
- Litigation Counsel for Orange County with regard to utilities matters, construction matters related to the Orange County Convention Center and appellate matters related to quasi-judicial boards.
- Eminent Domain Counsel on behalf of the City of St. Cloud for road projects (Daniel Mantzaris and Bart Valdes).

- Litigation Counsel for Stevens Plantation Community Development District related to issuance and collection of bond assessments (Daniel Mantzaris, Lindsay A. Moczynski, and Bart Valdes).
- Litigation Counsel for the City of Clermont in regard to litigation filed against the City of Clermont.
- Counsel to the Orange County Property Appraiser.
- City Attorney for the City of St. Cloud and City of Clermont (Daniel Mantzaris and Lindsay A. Moczynski).

STATEMENT OF NO CONFLICT OF INTEREST

DSK Law does not represent any client currently involved in, and does not anticipate any client's involvement in, any proceeding that would create any conflict of interest.

REFERENCES

Thomas Trask, Esq.
1001 South Fort Harrison, Suite 201
Clearwater, Florida 33756
(727) 733-0494

Linda Portal
Community Development Director – City of Madeira beach
300 Municipal Drive
Madeira Beach, Florida 33708
(727) 391-9951 x 255

Holden Pinkard
Building Operations Coordinator - City of Madeira beach
300 Municipal Drive
Madeira Beach, Florida 33708
(727) 391-9951 x 282

PROPOSED ATTORNEY / FIRM

BART R. VALDES

Bar Admissions

Florida Bar: No.: 323380

Florida Bar Association - Admitted 2000
United States Supreme Court
United States Tax Court
Florida Supreme Court
United States District Court for the Northern District of Florida
United States District Court for the Middle District of Florida
United States District Court for the Southern District of Florida
United States Bankruptcy Court for the Northern District of Florida
United States Bankruptcy Court for the Middle District of Florida
United States Bankruptcy Court for the Southern District of Florida
Eleventh Circuit Court of Appeals
Eighth Circuit Court of Appeals

Professional Qualifications and Recognition

Florida Bar Board Certified Specialist - Business Litigation
Martindale-Hubbell - AV Preeminent Rating (Highest rating possible)
Florida Trend - Legal Elite Attorney
Florida Super Lawyers
AVVO 10.0 Superb Rating
Nation's Top One Percent – National Association of Distinguished Counsel
Corporate America Legal Elite
America's Top 100 Bet-the-Company Litigators
Tampa's Top Rated Lawyers – Legal Leaders Magazine
Top Latino Lawyers - Latino Leaders Magazine

Experience

de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP (DSK Law) 5/00 - Present

Mr. Valdes is the Firm's Managing Partner in the Tampa office. Mr. Valdes is a Board-Certified Specialist in Business Litigation by the Florida Bar. As a Board-Certified Specialist, Mr. Valdes is considered to be an expert in the area of business litigation. Board certification is the Florida Bar's highest level of evaluation of the competency and experience of attorneys. Also, Mr. Valdes holds the highest ranking an individual attorney can receive (AV), as designated by the Martindale-Hubbell Law Directory.

Mr. Valdes has represented a variety of the firm's clients including small business owners, individuals, local governments, insurance companies, manufacturers, contractors,

developers, medium size corporations, as well as large well-established corporations in a wide range of matters. Mr. Valdes has litigated, and continues to litigate, complex trial matters related to business litigation, contract disputes, property disputes, eminent domain and condemnation actions, real estate disputes, insurance defense and coverage matters and general business disputes. Mr. Valdes also has extensive litigation experience in the areas of landlord and tenant disputes, bankruptcy disputes, probate, trust and estate matters, foreclosure cases, corporate and partnership disputes, collections, construction matters, land use, zoning and code enforcement matters and local government disputes. Additionally, Mr. Valdes has significant experience in general business, corporate and real estate transactional matters. Mr. Valdes has represented clients in state and federal court actions (both at trial and in appeals) as well as in administrative proceedings.

Law Clerk Young, van Assenderp, Varnadoe & Anderson

5/98-4/00

As a Law Clerk for Young, van Assenderp, Varnadoe & Anderson, Mr. Valdes conducted extensive research and drafting in the areas of administrative law, constitutional law, real estate development, land use, general local government law, bond finance, local government taxation (including ad valorem and non-ad valorem taxation, and non-ad valorem special assessments), growth management, and eminent domain.

Education

Juris Doctor – Florida State University College of Law, Tallahassee, Florida (2000)
Bachelor of Science– Florida State University, Tallahassee, Florida (1997)

Mr. Valdes received his Juris Doctorate from the Florida State University College of Law in 2000. While a student at the Florida State University College of Law, Mr. Valdes was a member and officer of the Florida State University Trial Team, served as Chief Justice of the Florida State University Student Supreme Court, received the distinguished pro bono service award and the award for academic excellence in Growth Management.

Professional and Civic Organizations

Hillsborough County Bar Association
Orange County Bar Association
Florida Bar Business Law Section- (Executive Council 2016-2022)
Florida Bar Real Property, Probate and Trust Law Section
Florida Bar Trial Lawyers Section
Business Law Section COVID-19 Pandemic Recovery Task Force (Co-Chair- 2020-2022)
E-Discovery and Digital Evidence Committee of Business Law Section (Chair – 2017-2018)
Task Force on Proposed Amendments to Florida Rules of Civil Procedure (Chair- 2018-2020)
Entrepreneur’s Organization- Tampa Bay Chapter (Board Member 2021-2022)
Bay Area Apartment Association (Government Affairs Committee 2021-2022)
Leadership Tampa Bay (Class of 2018)
Tampa Hispanic Bar Association (Treasurer 2014-2022)
Tampa Hispanic Bar Foundation (Director 2019-2022)

Lake St. Charles Homeowner's Association- Director/Treasurer (2006-2008)
Tampa Interbay Rotary Foundation Board of Directors (2011-2017)
Tampa Interbay Rotary Club (Past-President) (2009-2019)
Volunteer for Reading is Fundamental
Volunteer Captain for Tampa Bay Watch
Committeeman- Taste of South Tampa (2008-2009)
International Association of Special Investigation Units- Member

Reported Cases and Articles

State Farm Mutual v. Williams, 824 F.3d 1311 (11th Cir. 2014)

Singer v. Unibilt, 43 So.3d 784 (Fla. 5th DCA 2010)

VOSR Industries v. Martin Properties, 919 So.2d 554 (Fla. 4th DCA 2005)

Vincent Contestabile v. Attorneys' Title Insurance Fund, Inc., 22 Fla. L. Weekly Supp. 1025a (Fla. 9th Cir. Ct. 2015)

State Farm Mutual Automobile Ins. Co. v. First Choice Care Chiropractic and Rehabilitation, 22 Fla. L. Weekly Supp. 1028a (Fla. 10th Cir. Ct. 2014)

State Farm Mutual v. Advanced Chiropractic and Medical Center, 2019 WL 2534908 (S.D. Fla. 2019)

State Farm Mutual v. Family Practice and Rehab, 2019 WL 4418221 (M.D. Fla. 2019)

Common Pitfalls to Avoid in Residential Evictions, by Bart R. Valdes and Christopher L. Hill, November 20, 2020

Understanding the CDC's Nationwide Residential Eviction Moratorium Order, by Bart R. Valdes and Lindsay Moczynski, October 29, 2020

Mortgage Foreclosure and Eviction Issues During and After The COVID-19 Pandemic, by Bart R. Valdes and Rueben Laboy, June 20, 2020

Five Important Things To Know About Bankruptcy For Debtors And Creditors, by Bart R. Valdes and Andrew Ballentine, May 15, 2020

Mortgage Foreclosure Relief Under The CARES Act For Federally Backed Loans, by Bart R. Valdes and Norm Nash, May 5, 2020

A Survey On Some Recent Important E-Discovery And Digital Evidence Cases, by Bart R. Valdes, Esq., dated June 11, 2018.

Is Privacy Obsolete in Modern Litigation?, by Bart R. Valdes, Esq., dated July 14, 2017.

Taking the Deposition of an Entity Representative or Custodian of Records and Seeking Electronically Stored Information, by Bart R. Valdes, Esq., and Kendra McCan, Esq., dated May 9, 2016.

Requests For Production Instructions And Definitions: How To Make Them Work For You, by Bart R. Valdes, Esq., and Ashley P. Hayes, Esq., dated March 21, 2016.

Investigating PIP Fraud Through the Appropriate and Effective Use of (6)(b) Requests, by Ashley Hayes, Esq., and Bart Valdes, Esq., dated September 17, 2015.

Investigating PIP Fraud Through the Use of EUOs and Preserving the EUO Defense in PIP Cases, by Ashley P. Hayes, Esq., and Bart R. Valdes, Esq., dated September 14, 2015.

Daubert in Florida: A New Standard for Expert Witness Testimony, by Kendra McCan, Esq., and Bart Valdes, Esq., dated September 9, 2015.

A Clarification to Florida's Law Provides Guidance to Courts in Regard to Proceedings Supplementary Under § 56.29, Florida Statutes, When Judgment Creditors Seek to Collect on Judgments, by Bart R. Valdes, Esq. and P. Hayden Haskins, Esq., dated October 24, 2014.

Attorneys' Fees and Costs When Litigating Against an Insurance Company, by Bart R. Valdes, Esq., and Kendra G. McCan, Esq., dated October 2, 2014.

Deficiency Judgments in Foreclosure Actions, by Bart R. Valdes, Esq., P. Hayden Haskins, Esq., and Kendra G. McCan, Esq., dated October 1, 2013.

Dealing with Association Liens and Code Enforcement Liens in a Foreclosure Action, by Bart R. Valdes, Esq., Amber Ashton, Esq., and Ashley Hughes, Esq., dated January 13, 2013.

New Mediation Requirements Put New Burdens on Corporate Entities in Litigation, by Bart R. Valdes, Esq., and Amber Ashton, Esq., dated September 14, 2012.

Speaking Engagements

"We are getting sued! What should we do?" – Florida Charter School Governance Conference (2021)

"How to Guide" and Practical Consideration for Handling Evictions and Foreclosure Cases – Featured Webinar of the Business Law Section and Real Property, Probate and Trust Law Section of the Florida Bar (2021)

Uncovering Insurance Fraud in the Digital Age – Florida Insurance Fraud Education Committee 27th Annual Conference (2019)

EUOs, 6(b) Requests, and Other Tools for Uncovering Insurance Fraud – Florida Insurance Fraud Education Committee 27th Annual Conference (2019)

Uncovering Insurance Fraud Through E-Discovery and Digital Evidence - Florida Insurance Fraud Education Committee 26th Annual Conference (2018)

Using the Right Tool the Right Way to Uncover Insurance Fraud - Florida Insurance Fraud Education Committee 26th Annual Conference (2018)

Emerging Technology and Transformation in the Practice of Law in the Digital Age - 68th Annual Florida Bar Convention (2018)

Examining Where We Are Today and Looking Ahead in E-Discovery and Digital Evidence in the Face of Technology Advancements - 68th Annual Florida Bar Convention (2018)

Essential CyberSecurity Controls And Tales From The Dark Web – 68th Annual Florida Bar Convention (2018)

Avoid Drowning in Finances – 101 Budgeting for a Successful Year – 2018 Voluntary Bar Leaders Conference (2018)

Electronic Discovery and Digital Evidence in the Courtroom - Hillsborough Circuit Court Judges (2017)

Uncovering Insurance Fraud Through E-Discovery and Digital Evidence -Florida Insurance Fraud Education Committee Annual Conference (2017)

Maintaining Competency In The Face Of Technology Advancements: How To Keep Pace With Your Professional And Ethical Requirements- Florida Bar Annual Meeting (2017)

Cybersecurity Controls Needed For Firms And Clients Alike- Florida Bar Annual Meeting (2017)

Effective Courtroom Management Of Computerized Discovery- Broward County Circuit Court Judges (2016)

Electronic Discovery and Digital Evidence – Tampa Hispanic Bar Association (2016)

Balancing Life and the Practice of Law- Western Michigan University- Cooley Law School (2016)

Electronic Discovery and Ethics in 2016 and Beyond – Business Law Section of Florida Bar (2016)

Electronic Discovery and Digital Evidence Pre-Discovery Through Trial – Florida Bar Annual Convention (2015)

Other Activities

Mr. Valdes is a PADI Certified Scuba Diving Instructor and a licensed United States Coast Guard Captain.

Mr. Valdes is also a certified instructor by the Florida Department of Financial Services- Division of Insurance Agent and Agency Services in the areas of Adjuster Law and Policy and Adjuster Ethics.

LINDSAY A. MOCZYNSKI

Bar Admissions and Professional Qualifications

Florida Bar No.: 89161

Florida Bar Association – Admitted April 2011
United States District Court for the Middle District of Florida
United States District Court for the Southern District of Florida

Florida Trend – Legal Elite Attorney

Experience

de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP (DSK Law) 2017 - Present

Ms. Moczynski is a Senior Associate in the Tampa office. Representing clients in real estate and business transactions, representing the City of St. Cloud as Assistant City Attorney, and representing the Stevens Plantation Community Development District in litigation matters and collection disputes.

Givens Givens Sparks, PLLC 2016-2017

Associate for a family law practice. Represented clients in domestic relations matter from referral to trial.

Kass Shuler, P.A. 2011-2015

Associate for the real property practice. Represented clients in real estate transactions and disputes and business matters along with lenders in foreclosures.

Law Clerk Kass Shuler, P.A. 2008-2011

Law clerk for the real property practice.

Education

Stetson University College of Law, J.D., 2010
University of Florida, B.A., 2005 Criminology and Law

Professional and Civic Organizations

Member of Real Property Probate and Trust Law Section
Secretary of Real Property Litigation Committee
Member of Trial Lawyers Section
Member of Family Law Section

Speaking Engagements and Articles

“How to Guide” and Practical Consideration for Handling Evictions and Foreclosure Cases – Featured Webinar of the Business Law Section and Real Property, Probate and Trust Law Section of the Florida Bar, Moderator (2021)

Understanding the CDC’s Nationwide Residential Eviction Moratorium Order, by Bart Valdes, Esq. and Lindsay Moczynski, Esq., dated October 2020.

What Can I Expect at Mediation?, by Lindsay A. Moczynski, Esq., dated July 2019



The Florida Bar

651 East Jefferson Street
Tallahassee, FL 32399-2300

850/561-5600
www.FLORIDABAR.org

Joshua E. Doyle
Executive Director

State of Florida)

County of Leon)

In Re: 0323380
Bart Richard Valdes
DSK Law
609 W Horatio St
Tampa, FL 33606-2272

I CERTIFY THE FOLLOWING:

I am the custodian of membership records of The Florida Bar.

Membership records of The Florida Bar indicate that The Florida Bar member listed above was admitted to practice law in the state of Florida on **September 14, 2000**.

The Florida Bar member above is an active member in good standing of The Florida Bar who is eligible to practice law in the state of Florida.

Dated this 3rd day of **March, 2022**.

Cynthia B. Jackson, CFO
Administration Division
The Florida Bar

PG:R10
CTM-172220





The Florida Bar

651 East Jefferson Street
Tallahassee, FL 32399-2300

Joshua E. Doyle
Executive Director

850/561-5600
www.FLORIDABAR.org

State of Florida)

County of Leon)

In Re: 0089161
Lindsay A Moczynski
DSK Law
609 W Horatio St
Tampa, FL 33606-2272

I CERTIFY THE FOLLOWING:

I am the custodian of membership records of The Florida Bar.

Membership records of The Florida Bar indicate that The Florida Bar member listed above was admitted to practice law in the state of Florida on **April 15, 2011**.

The Florida Bar member above is an active member in good standing of The Florida Bar who is eligible to practice law in the state of Florida.

Dated this 3rd day of **March, 2022**.

Cynthia B. Jackson, CFO
Administration Division
The Florida Bar

PG:R10
CTM-172226



BOARD CERTIFICATIONS

Bart Valdes is Board Certified by the Florida Bar in the area of Business Litigation.

ACCESSIBILITY AND RESPONSIVENESS

Bart Valdes and Lindsay Moczynski are both residents of Hillsborough County, Florida, who work out of the firm's Tampa office. They are both available to appear in person for all necessary hearings (with no travel costs billed to the Town).

They are both available by e-mail and cellular telephone 24 hours a day, 7 days a week.

PROPOSED COMPENSATION

DSK Law hereby submits the following fee proposal for provision of Special Magistrate services:

Bart R. Valdes:	\$190 per hour
Lindsay A. Moczynski:	\$190 per hour
Paralegals:	\$50 per hour

Costs: All general overhead costs are included in the attorneys' fees set forth above.

Retainer: As a courtesy, the firm will not require a retainer or advanced fee deposit.



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
7/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KOUWENHOVEN & ASSOC 365 Wekiva Springs Rd #251 Longwood, FL 32779	CONTACT NAME:	PHONE (A/C No. Exd): (407) 774-5556	FAX (A/C. No.): (407) 774-7820
	E-MAIL ADDRESS:	maryanne@kouwen.com	
INSURED de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP dba DSK Law 332 North Magnolia Avenue Orlando, FL 32801	INSURER(S) AFFORDING COVERAGE		NAIC#
	INSURER A:	Argonaut Insurance Company	19801
	INSURER B:	North River Insurance Company	21105
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR Lawyers Prof. Liability			121 LPL 00000438-03	3/27/2021	3/27/2022	EACH OCCURRENCE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED RETENTION \$			550-113870-6	3/27/2021	3/27/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N	<input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Claims-Made Policy Forms. Retroactive Date: Full Prior Acts (August 17, 1976).
Deductible/Self-Insured Retention: \$25,000 Per Claim
Locations: 332 North Magnolia Avenue, Orlando, FL 32801
609 W. Horatio Street, Tampa, FL 33606
1825 Riverview Drive, Melbourne, FL 32901
725 E. Park Avenue, Tallahassee, FL 32301

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Mary Anne Parrish</i>

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FORMS

PROPOSER ACKNOWLEDGEMENT FORM

PROPOSER:

The undersigned, as Proposer, hereby declares and certifies that the only person(s) or entities interested in this Proposal as principal(s), or as persons or entities who are not principal(s) of the Proposer but are substantially involved in performance of the services, is or are named herein, and that no person other than herein mentioned has any interest in this Proposal or in the Agreement to be entered into; that this Proposal is made without connection with any other person, company, or parties submitting a Proposal; and that this Proposal is in all respects fair and in good faith without collusion or fraud.

Proposer represents to the Town that, except as may be disclosed in an addendum hereto, no officer, employee or agent of the Town has any interest, either directly or indirectly, in the business of Proposer to be conducted under the Agreement, and that no such person shall have any such interest at any time during the term of the Agreement, should it be awarded to Proposer.

Proposer further declares that it has examined the Agreement and informed itself fully in regard to all conditions pertaining to this solicitation; it has examined the specifications for the services and any other Agreement documents relative thereto; it has read all of the addenda furnished prior to the Proposal opening, as acknowledged below; and has otherwise satisfied itself that it is fully informed relative to the services to be performed.

Proposer agrees that if its Proposal is accepted, Proposer shall contract with the Town in the form of the attached Agreement, and shall furnish everything necessary to complete the services in accordance with the time for completion specified in the Agreement, and shall furnish the required evidence of the specified insurance.

Acknowledgment is hereby made of the following addenda (identified by number) received:

Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Proposer name: Bart R. Valdes

Signature: Bart R. Valdes

Date: 3/3/22

DRUG-FREE WORKPLACE FORM

The Proposer, de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP, in accordance with Section 287.087, F.S., hereby certifies that Proposer does the following:

1. Publishes a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Notifies employees, via the statement specified in paragraph 1, above, that, as a condition of working on the contractual services that are under Proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, F.S. or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five days after such conviction.
3. Gives each employee engaged in providing the contractual services that are under Proposal a copy of the statement specified in paragraph 1, above.
4. Informs employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations
5. Imposes a sanction on, or require the satisfact0ly participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, F.S.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

By: Bert R. Va

Title: PARTNER

Date: 3/3/22

PUBLIC ENTITY CRIMES STATEMENT

1. This sworn statement is submitted with a Proposal for Code Enforcement Appeals Special Magistrate Services for the Town of Kenneth City.
2. This sworn statement is submitted by de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP, whose address is 609 W. Horatio St., Tampa, Florida 33606, and Federal Employer Identification Number (FEIN) is 59-2206392.
3. My name is and my relationship to the entity named above is Bart R. Valdes, Esq., Partner.
4. I understand that a "public entity crime" as defined in Florida Statutes § 287.133(a) (g), means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Florida Statutes § 287.133(a) and (b) means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Florida Statutes § 287.133(1) (a), means:
 - A. A predecessor or successor of a person convicted of a public entity crime; or
 - B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. Ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in Florida Statutes § 287.133(1) (e), means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners,

shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

___ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (Please attach a copy of the final order.)

___ The person or affiliate was placed on the convicted ATTORNEY/FIRM list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted ATTORNEY/FIRM list. (Please attach a copy of the final order.)

___ The person or affiliate has not been placed on the convicted ATTORNEY/FIRM list. (Please describe any action taken by, or pending with, the Department of General Services.)

Bent R. V.
Signature

3/3/22
Date

STATE OF FLORIDA
COUNTY OF Hillsborough

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this 3rd day of March, 2022, and is personally known to me, or has provided N/A as identification.



CA Andrade
Notary Public

My Commission expires:

AFFIDAVIT AS TO NON-COLLUSION

STATE OF Florida
COUNTY OF Hillsborough

I, the undersigned, Bart R. Valdes, Esq., being first duly sworn, depose and say that:

1. I am the owner or duly authorized officer, representative, or agent of:
de Beaubien, Simmons, Knight, Mantzaris & Neal, LLP
the Proposer that has submitted the attached Proposal.
2. The attached Proposal is genuine. It is not a collusive or sham Proposal.
3. I am fully informed respecting the preparation and contents of, and knowledgeable of all pertinent circumstances respecting the attached Proposal.
4. Neither Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Agreement for which the attached Proposal has been submitted, or to refrain from bidding in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement, collusion, communication, or conference with any other Proposer, firm, or person to fix the price or prices in the attached Proposal of any other Proposer, or to fix any overhead, profit, or cost element of the Proposal prices or the Proposal price of any other Proposer, or to secure through collusion, conspiracy, connivance, or unlawful agreement any advantage against the Town or any other person interested in the proposed Agreement.
5. No official or other officer or employee of the Town, whose salary or compensation is payable in whole or in part by the Town, is directly or indirectly interested in this Proposal, or in the supplies, materials, equipment, work, or labor to which it relates, or in any of the profits therefrom.

Bart R. Valdes
Signature

Subscribed and sworn to before me this 3rd day of March, 2022.

Notary Public, State of Florida at Large

My commission expires:



ADVERSE ACTIONS DISCLOSURE FORM

Answer the following questions by placing an "X" after "YES" or "NO". If you answer "YES", please explain in the space provided, or via attachment.

Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?

YES
NO

Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?

YES
NO

Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?

YES
NO

If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this proposal for the Town of Kenneth City.

de Beaubien, Simmons, Knight, Mantzaris & Neal,
LLP

Firm/Individual

Date

3/3/22



Authorized Signature (if different than above)

Bart R. Valdes, Esq., Partner

Printed/Typed Name and Title

TOWN OF KENNETH CITY

A SAFE, FRIENDLY SMALL TOWN



TO: Mayor and Council
FROM: Pete Cavalli, Town Manager
DATE: 03/09/2022
RE: Personnel Addition Request – Recreation Support Specialist I

Summary

Town Management feels that outdoor recreation is a large part of this Town's amenities. Therefore, Staff recommends the addition of a part-time employee to work on the weekends. This position would be provided with the title of Recreation Support Specialist I and will be staffed from 12-16 hours a week on Saturday and Sundays.

This position will have the primary duty of acting as an attendant of our outdoor recreation items, support the rental of the Community Center/Gazebo/Pavilions, general maintenance of Ernst Park/Community Center/Police Department, provide initial response to issues such as a stop sign falling, and support our weekend special events/festivals.

This position, if approved by Council, will be created and added to the Public Works Department Staff as a part-time employee with an impact to the Town being \$10,500 annually (vacation and sick prorated).

A substantial amount of this cost will be offset by saving of overtime by the current Department of Public Works supporting weekend rentals.

Discussion

Town Management wishes to increase the number of opportunities for our residents to enjoy Ernst Park and its many amenities. The Town currently has sports equipment (footballs, basketballs, shuffleboard, etc.) that could be lent out. However, up to now, there has been no way to get this equipment to the people needing it and more problematically, getting this equipment returned. This position will be on site at Ernst Park most of the day for the purpose of distributing this sports equipment, signing it out and noting its return. During the time that they are leaving to support other duties, there will be a town-provided phone that they would be able to respond back to their post quickly.

As we do not, generally, have staff regularly scheduled on the weekend, there is no one to clean the restrooms of the 24-hour operations of our Police Department and community center. There is also no one on staff to make general clean-up of Ernst Park. This maintenance also includes the set up and cleanup of the rentals at the Town's Community Center/Gazebos/Pavilions. This will increase the quality of the experience of all and will have the effect of reducing our overtime costs. This will offset a portion of the cost of adding this additional position.

This position will also provide immediate assistance and initial response to a few issues a year such as the occasional fallen sign, tree being hit, et cetera.

This position will also be available for some of our Special Events throughout the year. Town Hall and Police Staff are working together to put together the Annual Calendar of Events. We are estimating between 12-14 events a year. An additional hand that can also be a leader of volunteers would be welcomed at the Weekend Festivals and Events.

Financial Impact

This item has the impact to the Department of Public Works Budget in the amount of \$10,500.00. There are anticipated savings to offset a portion of this cost. Unfortunately, we do not have historical data to anticipate the savings. This data is being collected and has for a month and continues to be collected. Anecdotally, Staff feels that we will likely have more facility rental requests that will additionally offset this expense.

Conclusion

Staff respectfully requests that the Town Council allow the Town Manager to hire a part-time employee with the title of Recreation Support Specialist I, at a cost of up to \$10,500 annually, effective April 1, 2022.



TO: Mayor and Council
FROM: Pete Cavalli, Town Manager
DATE: 03/09/2022
RE: SpaceCraft: Community Art

Summary

SPACEcraft is a socially engaged, traveling art project in Pinellas County designed to build a sense of community by encouraging people of all ages to interact and create together. Repurposing locally sourced shipping containers in an open-air environment, SPACEcraft arrives, fully staffed by local artists and artisans to present creative programs inspired by the themes of Make, Play, Read, and Grow. Always-accessible interactive activities include a magnetic poetry wall, magnetic mural, playable Duplo block wall, and public plant share.

“In 2017, the Pinellas County Board of County Commissioners set aside \$500,000 of BP settlement funds for an innovative, traveling public art project. Creative Pinellas is supporting delivery of this unique and engaging project to communities throughout Pinellas County, generating discussion on the role the arts play in our daily lives, and cementing the County’s legacy as an arts and culture destination.” (From the SpaceCraft Website.)

Discussion

Town Management wishes to increase the number of opportunities for our residents to enjoy Ernst Park and interact as a community. The administrators of this travelling, interactive art project have reached out to the Town interested in providing our residents with this unique, free cultural experience. The repurposed shipping crate would be delivered to James Ernst Park during the week of May 16th and 7 weeks of programming will be provided at no cost to the Town. The crate would be removed the week of July 25th. Programming consists of an artist providing children the opportunity to explore materials twice a week for 2 hours.

The Town has been offered the Make/Play experience which consist of art workshops, crafting, mending, art installations, exhibitions, tool and equipment demos as well as musical performances, plays, drum circles, board games, movie screenings, playground games, building and educational toys.

The programming will be available during our 4th of July event.

Financial Impact

This item has no financial impact on the Town other than any consultation and accommodations made by the Department of Public Works.

Conclusion

Staff respectfully requests that the Town Council allow the Town Manager to permit this art project to take place during the weeks of May 23rd-July 25th.

SPACE

craft

Creative

Pinellas

- SPACEcraft is produced with the support of Creative Pinellas and is funded by the Pinellas County Board of County Commissioners. This public art project is an original work conceived and produced by Carrie Boucher, Bridget Elmer, and Mitzi Gordon.

More from Creative Pinellas:

The spirit of this project is to foster community through a county-wide traveling art experience by transforming and activating public places. By bringing interactive art to the community, we encourage our residents to have a personal experience with the art. In doing so, we aspire to create a legacy of communal participation and ownership across Pinellas County.



Project Team: Carrie Boucher, Mitzi Gordon, Bridget Elmer 42



SPACE

craft





Make Play

Make: Maker space/art studio

Featuring art workshops, crafting, mending, art installations, exhibitions, tool and equipment demos.

Play: Interactive playroom/stage

Sharing musical performances, plays, drum circles, board games, movie screenings, playground games, building and educational toys.

Read Grow

Read: Reading room

Presenting poetry and short story readings, storytelling, free-exchange library, writing workshops, zine making.

Grow: Personal/community growth space

Offering yoga, meditation, fitness, gardening, nutrition, tutoring, personal wellness.

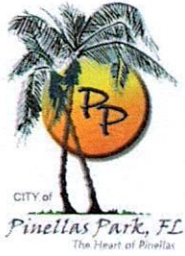






James Ernst Park

- May 23rd-July 25th
- Programming offered twice a week by local artist and artisans for 7 weeks
- Interactive during days programs not offered
- Free to residents
- Partnering with the Town to provide programming during 4th of July Event



City of
PINELLAS PARK, FLORIDA

PINELLAS PARK FIRE DEPARTMENT
11350 43RD STREET NORTH, CLEARWATER, FL 33762
TEL 727-369-5803, FAX 727-369-5785

FIRE DEPARTMENT REPORT
KENNETH CITY COUNCIL MEETING
March 9, 2022

For the month of February 2022, the Fire, EMS and Life Safety activities break down as follows:

RESPONSES IN KENNETH CITY			
TYPE OF RESPONSE	MONTH	YEAR TO DATE	
	February	2022	2021
MEDICAL	120	262	231
VEHICLE ACCIDENTS	2	6	8
FIRE RELATED CALLS	9	17	16
TOTAL RESPONSES	131	285	255

ENGINE 16 RESPONSES									
TYPE OF RESPONSE	IN KENNETH CITY			OUTSIDE KENNETH CITY			TOTAL RESPONSES		
	MONTH	YEAR TO DATE		MONTH	YEAR TO DATE		MONTH	YEAR TO DATE	
	February	2022	2021	February	2022	2021	February	2022	2021
MEDICAL	46	102	71	36	78	68	82	180	139
VEHICLE ACCIDENTS	2	3	2	26	45	32	28	48	34
FIRE RELATED CALLS	6	13	12	21	54	51	27	67	63
TOTAL RESPONSES	54	118	85	83	177	151	137	295	236

LIFE SAFETY MANAGEMENT SERVICES			
TYPE OF SERVICE PERFORMED	MONTH	YEAR TO DATE	
	February	2022	2021
INSPECTIONS	8	87	153
FALSE ALARMS	5	9	9
PLANS REVIEW	4	8	1
SMOKE ALARMS INSTALLED	0	0	5
PUBLIC EDUCATION PROGRAMS	0	0	0
PROGRAM ATTENDANCE	0	0	0

Respectfully submitted,

Brett Schlatterer, Fire Chief

Kenneth City Police Department Stats

Month/ 2022	Service Summary				Arrests			Traffic			Crime Prevention & Outreach			
	Calls for service	Reports + Supplements	AOA	Alarm	SAO Referrals	APAD Arrests	Arrests / NTA	Crash Investigations	Traffic Warnings	Traffic Citations	Business & Residential Area Checks	Theft / Watch Programs	Community Contact/Assist Citizen	Direct Patrol
January	73	107	6	10	4	0	7	8	36	14	5422	296	221	571
February	74	110	8	5	1	0	9	11	38	15	3416	264	225	452
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Yearly Totals	147	217	14	15	5	0	16	19	74	29	8838	560	446	1023

Reports and Supplements include FIR, Incident, and Offense Reports. Stats consist of those who are full time, assigned to light duty, and Reserve. Those who have additional assignments in patrol within the agency are reported in additional documents: Detective Gibson (CIS), Ofc Diaz Leon (Accreditation), Sgt Izralov (Community Policing/Code Compliance).

This report does NOT reflect all the work or activity completed by the members of this Agency. It provides a snapshot of activity in selected areas identified by month, per calendar year. The areas chosen are those which are often asked about or requested. Data Sources: TriTech CAD, Visinet, ACISS Web, PCSOINET Custom Query, TRACS, and daily reports. Tabulated by EP and LB

Volunteer hours running total for the year is 194 hours. These hours are donated to the Town of Kenneth City by 6 volunteers and 5 Reserve Officers.



KCPD Monthly Stats February 2022

– Detective S. Gibson

Number of cases started with: 25, with 6 more to be assigned

Number of cases ended with: 27, with 2 more waiting to be assigned

New cases assigned for the month

FELONY	7
MISDEMEANOR	1
NON-CRIMINAL	3

Case dispositions

INACTIVATED	4
CLOSED WITH MISDEMEANOR ARREST	
CLOSED WITH FELONY ARREST	
CLOSED OTHER	5
CLOSED SAO REFERRAL	
CLEARED WITH WAIVER	

Other Activity

SURVEILLANCES	
PHOTOPACKS	1
EVIDENCE STATUS REQUESTS	2
INITIAL REPORTS	2
SUPPLEMENTS	11
WARRANTS	
TOUCH DNA PROCESSING / BUCCALS	3
SUSPECTS RESULTING FROM TOUCH DNA	
OTHER: CCTV FOOTAGE, CELL TRACKING, D/L	1
SUBPOENAS	2
JAIL RECORDINGS	8
REPORTS REVIEWED	37
CONTACT ATTEMPTS	6
INTERVIEWS	7
TRANSPORTING PROPERTY/EVIDENCE	1
RECOVERED STOLEN PROPERTY	1
BOLOS	1
APADS	

KCPD Community Policing & Code Compliance Overview

February, 2022

Sergeant Andy Izrailov, Supervisor, COMMUNITY POLICING

The were no official community policing events conducted during the month of February.

Upcoming community policing events will be the Kenneth City Spring Festival, on March 5TH from 10 AM until 2 PM. This will be a large community policing event, held at James P Ernst city park, with numerous local businesses and Feeding Pinellas participating in the event. This community policing event will see a live band, bicycle giveaways, numerous “Bounce houses” and a bicycle rodeo. During the month of January, Kenneth City Spring Festival event advertising brochures were printed and distributed to numerous local businesses.

Councilwoman Bonnie Noble, City Manager Pete Cavalli, DPW Supervisor Ken Moore, Police Chief Vieno, David Wysong, Ragan Duex (Feeding Pinellas) and myself attended a meeting, organizing and making final plans for the upcoming event. Officers have further been promoting the upcoming community policing event

Officers have been patrolling the town on mountain bikes, and the Polaris patrol vehicle, as time permits. This was well received by numerous town residents.

The Police Department continues to maintain Operation Medicine Cabinet, which allows residents to drop off old or unwanted prescription medication for safe disposal.

The police department conducted several in progress code compliance investigations. Code Specialist David Wysong continues to conduct the majority of code investigations. Sgt. Andy Izrailov and other department officers continue to assist Specialist Wysong while he conducts all town code violation investigations.

Officers continued to conduct numerous Town business area patrols, for ongoing homeless subject complaints. The goal still is to provide a safe alternative for the homeless subjects, such as Safe Harbor and Pinellas Hope, as well as other resources, to create a positive resolution for everyone. Officers continued to conduct directed patrol of all Town parks and Town Hall for suspicious activity/persons.

All Town officers have been conducting traffic stops to educate drivers on traffic infractions and traffic safety issues. Further, the agency deterrent vehicle (ghost car) has been placed at numerous business/roadway locations throughout the Town to deter traffic violations/criminal activity. Town residents and local businesses are supportive of the ghost car placement and we continue to receive positive feedback.

Further, officers on midnight shift placed *Third Watch* notices throughout the Town as they checked closed business locations after hours. Officers conducted *House Checks* as requested by homeowners whose property was unattended. Officers continue to be active in the community, by making citizen contacts, handing out police stickers, coloring books, and bicycle lights.



TOWN OF KENNETH CITY

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6000 54th Avenue North - Kenneth City, Florida 33709

Phone : (727) 498-8948 | Fax : (727) 498-8841

town57@kennethcityfl.org | www.kennethcityfl.org

TO: TOWN CLERK

From: Gary Strait, Plans Examiner


Subject: Permits & Fees For: **February 2022**

Number of Permits Issued: **29**

Total Fees Collected: \$ **2041.75**

The Following Permits Were Issued:

Building	12
Electric	6
Mechanical	6
Plumbing	2
Engineering	2
Landscaping	0
Gas	1
Fire	0
Sign	0

 3/1/22

DATE	ADDRESS	APPLICANT	OWNER	PERMIT # TYPE	DESCRIPTION	ISSUE DATE	VALUATION	PLAN REF	TIF	DCADBPFT & FEE	PERMIT FEE	TOTAL
01/31/22	4032 53TH WAY #915	ARS RESCUE ROOTER	WRIGHT	22-01-032 MECH	MECHANICAL REPLACEMENT	01/31/22	\$9,500.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/01/22	5057 61ST LN	GENIE OF ST PETERSBURG	MUNCE	22-02-001 BLDG	GARAGE DOOR REPLACEMENT	02/01/22	\$1,945.00	\$22.50	\$0.00	\$4.00	\$5.00	\$76.50
02/02/22	5915 47TH AVE	PRECISION GARAGE DOOR	QUINETTE	22-02-002 BLDG	GARAGE DOOR REPLACEMENT	02/02/22	\$2,452.00	\$25.00	\$0.00	\$4.00	\$5.00	\$84.00
02/03/22	5057 61ST LN	PROFESSIONAL ROOF TECHNOLOGY	SILOMA	22-02-003 BLDG	ROOF REPLACEMENT	02/03/22	\$11,610.00	\$0.00	\$0.00	\$4.00	\$5.00	\$104.00
02/07/22	6158 49TH AVE	TOTAL HOME ROOFING	WELLNER	22-02-004 BLDG	ROOF REPLACEMENT	02/07/22	\$10,861.00	\$0.00	\$0.00	\$4.00	\$5.00	\$99.00
02/08/22	5701 53RD AVE	INTEGRITY HOME SOLUTIONS	*****	22-02-005 ELEC	PANEL REPLACEMENT	02/08/22	\$4,900.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/08/22	6210 54TH AVE	AMERIGAS	MUGINE	22-02-006 GAS	TWO 420# LP TANKS	02/08/22	\$881.00	\$20.00	\$0.00	\$4.00	\$2.00	\$66.00
02/08/22	6013 45TH AVE	DANIELLE FENCE CO	CASTELLON	22-02-007 ENG	FENCE REPLACEMENT	02/08/22	\$7,150.00	\$0.00	\$0.00	\$0.00	\$5.00	\$80.00
02/09/22	4665 66TH ST	UNITED FIBER OPTICS	ZAYO GROUF	22-02-008 ELEC	POWER FOR UTILITY POLE	02/09/22	\$2,514.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
02/09/22	5720 46TH AVE	VELOCITY AIR CONDITIONING	RUDLOW	22-02-009 MECH	MECHANICAL REPLACEMENT	02/10/22	\$7,295.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/09/22	5590 43RD AVE	LEN'S A/C & REFRIGERATION	KALACH	22-02-010 MECH	MECHANICAL REPLACEMENT	02/10/22	\$7,350.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/10/22	4154 56TH ST #816	HOME DEPOT	BEAUCAGE	22-02-011 BLDG	WINDOW REPLACEMENT	02/11/22	\$7,333.00	\$37.50	\$0.00	\$4.00	\$5.00	\$121.50
02/10/22	4151 55TH WAY #1055	RED ROYAL ELECTRIC	LEACH	22-02-012 ELEC	PANEL REPLACEMENT	02/11/22	\$2,269.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/10/22	5921 49TH AVE	VELOCITY AIR CONDITIONING	*****	22-02-013 MECH	MECHANICAL REPLACEMENT	02/11/22	\$5,500.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/10/22	4300 63RD ST	HOMEOWNER	MALONE	22-02-014 ENG	FENCE REPLACEMENT	02/11/22	\$500.00	\$0.00	\$0.00	\$0.00	\$2.00	\$42.00
02/14/22	6400 46TH AVE #204	MIDWAY SERVICES	PEEBLES	22-02-015 ELEC	TANKLESS WATER HEATER	02/14/22	\$2,412.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/14/22	6400 46TH AVE #204	MIDWAY SERVICES	PEEBLES	22-02-015 PLBG	TANKLESS WATER HEATER	02/14/22	\$3,757.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/14/22	6400 46TH AVE #204	MIDWAY SERVICES	PEEBLES	22-02-016 MECH	MECHANICAL REPLACEMENT	02/14/22	\$12,600.00	\$0.00	\$0.00	\$4.00	\$2.00	\$46.00
02/15/22	5590 47TH AVE	MONTOUR ENERGY	YEM	22-02-017 ELEC	SOLAR PV SYSTEM	02/15/22	\$11,266.00	\$67.50	\$0.00	\$5.06	\$10.00	\$177.56
02/15/22	5590 47TH AVE	MONTOUR ENERGY	YEM	22-02-017 ELEC	SOLAR PV SYSTEM	02/15/22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
02/15/22	6245 43RD AVE	PREMIUM BUILDING	NIERMANN	22-02-018 BLDG	INTERIOR REMODEL	02/15/22	\$9,200.00	\$62.50	\$0.00	\$6.19	\$10.00	\$85.69
02/15/22	6245 43RD AVE	ibd	NIERMANN	22-02-018 ELEC	INTERIOR REMODEL	02/15/22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
02/15/22	6245 43RD AVE	ibd	NIERMANN	22-02-018 PLBG	INTERIOR REMODEL	02/15/22	\$9,678.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
02/16/22	4355 61ST WAY	TOTAL AIR INC	LONG	22-02-019 MECH	MECHANICAL REPLACEMENT	02/16/22	\$13,000.00	\$0.00	\$0.00	\$4.00	\$5.00	\$109.00
02/16/22	5132 LAKE CHARLES DR	BIG A ROOFING	HILL	22-02-020 BLDG	ROOF REPLACEMENT	02/16/22	\$13,000.00	\$0.00	\$0.00	\$4.00	\$5.00	\$109.00
02/17/22	5105 58TH ST	SMART CHOICE ROOFING	ALMENDARIZ	22-02-021 BLDG	ROOF REPLACEMENT	02/17/22	\$1,550.00	\$0.00	\$0.00	\$0.00	\$5.00	\$84.00
02/17/22	5589 46TH AVE	J & G CARPENTRY	BERRY	22-02-022 BLDG	DOOR REPLACEMENT	02/17/22	\$1,270.00	\$22.50	\$0.00	\$4.00	\$5.00	\$76.50
02/18/22	6437 44TH AVE	CIA - CUSTIM INTERIOR ASSOCIATES	COX	22-02-023 BLDG	ROOF REPLACEMENT	02/18/22	\$7,250.00	\$0.00	\$0.00	\$4.00	\$5.00	\$84.00
02/25/22	5218 59TH ST	JHE CONSTRUCTION LLC	WELKER	22-02-024 BLDG	ROOF REPLACEMENT	02/25/22	\$5,900.00	\$277.50	\$0.00	\$4.00	\$5.00	\$95.00
								\$99.00	\$95.25	\$0.00	\$1,570.00	\$2,041.75



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February 28, 2022,

Please remit the following amount in the form of cash or check payable to "Town of Kenneth City" in order to pick up permit.

BUILDING PERMIT	7395
ELECTRICAL PERMIT	3462.76
MECHANICAL PERMIT	3462.76
PLUMBING PERMIT	3462.76
LIFE SAFETY PERMIT	2164.22
BUILDING PLAN REVIEW	3697.5
ELECTRICAL PLAN REVIEW	1731.38
MECHANICAL PLAN REVIEW	1731.38
PLUMBING PLAN REVIEW	1731.38
LIFE SAFETY PLAN REVIEW	2164.22
DBPR/DCA	775.08
TECH	20
TOTAL AMOUNT DUE	\$31,798.44



TOWN OF KENNETH CITY, FLORIDA

OVERVIEW

This financial overview reflects the Town’s overall unaudited financial condition through **January 2022**. Except as noted below, revenues and expenditures are generally on target for the 4 completed month(s) (33.33%) of the fiscal year. The Town’s fiscal year begins on October 1st.

GENERAL FUND

With 4 months (33.33%) of the fiscal year complete, General Fund revenues are on pace with current year projections and prior year trends. Through **January** the Town has collected a total of **\$1,577,178** or 49% of projected revenues. For this same period, the General Fund has expended **\$957,971**, or 30% of budgeted expenditures.

General Fund	Budget	YTD Actual	Percent
Revenues	\$ 3,194,180	\$ 1,577,178	49%
Expenditures	\$ 3,194,180	\$ 957,971	30%

Ad Valorem taxes are the general funds largest source of revenue and account for approximately 42% of the total revenues. Other sources of revenue include franchise fees, public service tax, state revenue sharing and licenses/permits.

The General Fund includes all services that are funded through general taxes. It includes all Town programs except for those that pertain to Town infrastructure and can be funded through the Capital Improvement Fund.

REVENUES

Overall revenues are being collected at a rate similar to prior years and are in line with budgeted estimates. Ad valorem revenue is collected early in the fiscal year.

Revenues	Budget	YTD Actual	Current Month	YTD % Received
Ad Valorem	\$ 1,121,550	\$ 1,015,314	\$ 20,851	91%
Franchise Fees	\$ 372,400	\$ 133,539	\$ 26,379	36%
Public Svc. Tax	\$ 399,000	\$ 156,600	\$ 33,818	39%
Licenses & Permits	\$ 153,950	\$ 37,121	\$ 6,156	24%
Revenue Sharing	\$ 635,925	\$ 226,927	\$ 57,032	36%
Other	\$ 37,840	\$ 7,677	\$ 3,952	20%
Reserves	\$ 473,515	\$ -	\$ -	
Total	\$ 3,194,180	\$ 1,577,178	\$ 148,188	49%

EXPENDITURES

The following table shows the expenditures budgeted for each department. The table illustrates a snapshot of how much each department is spending each month and throughout the budget year. With 33.33% of the fiscal year completed the Town has expended 30% of its General Fund expenditures.

Expenses	Budget	YTD Actual	Current Month	YTD % Expended
General Govt.	\$ 752,815	\$ 210,380	\$ 42,089	28%
Law Enforcement	\$ 1,602,115	\$ 539,671	\$ 113,198	34%
Fire Control	\$ 310,000	\$ 74,465	\$ 24,822	24%
Building/Permitting	\$ 94,490	\$ 29,968	\$ 7,645	32%
Emergency & Disaster Relief	\$ 7,500	\$ 539	\$ 534	7%
Public Works	\$ 404,110	\$ 99,497	\$ 25,328	25%
Culture/Recreation	\$ 23,150	\$ 3,451	\$ 600	0%
Total	\$ 3,194,180	\$ 957,971	\$ 214,216	30%

BEAUTIFICATION FUND

With 4 months (33.33%) of the fiscal year complete, Beautification Fund revenues/expenses are on pace with current year projections. Through **January** the Town has collected a total of **\$0**, or **0%** of projected revenues. For this same period, the Beautification Fund has expended **\$5,000**, or **19%** of budgeted expenditures.

General Fund	Budget	YTD Actual	Percent
Revenues	\$ 27,000	\$ -	0%
Expenditures	\$ 27,000	\$ 5,000	19%

The Beautification Fund is used to account for red light camera revenues that have been earmarked for projects aimed at beautifying the Town of Kenneth City.

CASH AND INVESTMENTS

Approximately 90% of the City’s funds (\$5.235 – million) are being held in a Public Fund Interest Checking account with Fifth Third Bank (\$4.725 million). The remaining balance is held with PMA Financial Network invested in FL Safe a local government investment pool (\$509K).

General Fund	Market Value
Cash	\$ 2,237,712
FL Safe	\$ 509,794
Total	\$ 2,747,506
Beautification Fund	
Cash	\$ 390,448
Capital Fund	
Cash	\$ 2,097,616

CAPITAL IMPROVEMENT FUND

With 4 months (33.33%) of the fiscal year complete, Capital Improvement Fund revenues are higher than current year projections due to State and County project reimbursements from prior years. Through **January** the Town has collected a total of **\$702,359**, or **71%** of projected revenues. For this same period, the Capital Improvement Fund has expended **\$29,592**, or **3%** of budgeted expenditures.

General Fund	Budget	YTD Actual	Percent
Revenues	\$ 986,130	\$ 702,359	71%
Expenditures	\$ 986,130	\$ 29,592	3%

The Capital Improvement Fund is used to account for intergovernmental revenue that is restricted in use for infrastructure improvements, as well as other funds received and expended for construction, renovation, expansion and major improvements of various Town facilities, acquisitions of land and other large nonrecurring projects.

SUMMARY

This monthly financial summary is based on detailed revenue and expense reports that are produced by the Town’s finance department. If you would like additional information, or have any questions about the report, please contact Andrew Tess in the Finance Department at (727) 498-8948.

INTERLOCAL AGREEMENT
FOR
PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK
WITH THE
TOWN OF KENNETH CITY

THIS INTERLOCAL AGREEMENT FOR PLANNING AND MAPPING SERVICES AND/OR SPECIAL PROJECT WORK, hereinafter referred to as "Agreement", is made and entered into this 8 day of August, 2018, by and between FORWARD PINELLAS, in its role as the Pinellas Planning Council and the Pinellas County Metropolitan Planning Organization (hereinafter referred to as "Forward Pinellas,") and the TOWN OF KENNETH CITY (hereinafter referred to as the "Local Government").

WHEREAS, Forward Pinellas and the Local Government entered into an interlocal agreement to provide planning and mapping services on October 1, 2014; and

WHEREAS, the current interlocal agreement between the parties expires on September 30, 2018; and

WHEREAS, Forward Pinellas desires to continue to provide planning and mapping services and/or special project work to the Local Government on an as needed and as available basis; and

WHEREAS, the Local Government desires to have the option to engage Forward Pinellas staff to provide planning and mapping services and/or special project work; and

WHEREAS, related planning and mapping services and/or special project work can be provided in support of the Countywide Plan as may be requested by the Local Government; and

WHEREAS, Forward Pinellas can provide the Local Government additional planning and mapping services and/or special project work through its agreement with the Pinellas County Enterprise Geographic Information Systems (GIS); and

WHEREAS, due to the expiration date of the previous agreement and desire to clarify the parties and scope of work, it is necessary to replace the previous agreement; and

WHEREAS, Forward Pinellas and the Local Government desire to cooperate in the provision of said planning and mapping services and/or special project work to maximize efficiency and minimize cost and ensure the maximum degree of coordination and accuracy.

NOW THEREFORE, in consideration of the covenants made by each party to the other and of the advantages to be realized by this Agreement, Forward Pinellas and the Local Government agree as follows:

Section 1. Authority

This Agreement is entered into pursuant to the general authority of Section 163.01, Florida Statutes, relating to interlocal agreements and the specific authority of Sections 6(3) and 6(6) of Chapter 2012-245, Laws of Florida, as amended.

Section 2. Term

The term of this Agreement shall be from October 1, 2018 through September 30, 2022; which term may be renewed by mutual written agreement, signed by both parties, for one additional four-year period through September 30, 2026, unless terminated as provided for elsewhere in this Agreement.

Section 3. Scope of Services

- A. The, Scope of Services is provided in Exhibit A attached hereto and hereby made a part of this Agreement.
- B. Any assistance provided or project undertaken as provided for in the Scope of Services may, upon mutual agreement of Forward Pinellas staff and the Local Government, be more specifically detailed as to methodology, schedule, work product, and cost in a memorandum of understanding executed consistent with and pursuant to this Agreement.
- C. Responsibility for the correctness of information provided to Forward Pinellas for use in rendering planning and mapping services and/or special project work under this Agreement, and any liability related thereto, lies with the Local Government.
- D. All requests for planning and mapping services and/or special project work to be provided under this Agreement shall be in writing by an authorized representative of the Local Government.
- E. Forward Pinellas reserves the right to accept or reject and to schedule all requests for planning and mapping services and/or special project work based on the ability of the Forward Pinellas staff to produce the requested planning and mapping and/or special project product(s) pursuant to the required timetable therefor.

Section 4. Charges

- A. Payment and charges for services rendered under this Agreement shall be as provided for in Exhibit B, Payment and Rate Charge Schedule, attached hereto and hereby made a part of this Agreement.

- B. Ongoing planning and mapping services and/or special project work will be charged as a lump sum or on a time and material basis as mutually agreed by the Local Government and Forward Pinellas staff in accordance with the terms of this Agreement.
- C. The Local Government agrees to make payment to Forward Pinellas for all properly invoiced requisitions as set forth in Exhibit B, within forty-five days of submission.
- D. The fee schedule may be revised by mutual written consent, signed by both parties, and included as an addendum to this Agreement.

Section 5. Use of Product

- A. The Local Government shall have the exclusive control of the public distribution of all information produced by Forward Pinellas prior to its adoption. Forward Pinellas shall not voluntarily distribute information prior to its adoption by the Local Government without prior approval.
- B. Forward Pinellas has the right to use any information produced under this Agreement for similar purposes upon removing all reference to the Local Government.
- C. The Local Government shall have the exclusive control of the public distribution of mapped information provided under this Agreement.
- D. Nothing contained in this Agreement shall prohibit either party hereto from complying with a public records request submitted pursuant to Chapter 119, Florida Statutes.
- E. Forward Pinellas shall retain all rights to the original data as compiled for and used in the production of the Countywide Plan Map from which the Local Government map is produced.

Section 6. Accounting and Records

- A. Forward Pinellas shall establish an accounting process to identify the costs and revenues associated with the Agreement. All accounting documentation shall be available for inspection, upon request, by the Local Government at any time during the period of this Agreement and for a minimum of three years after payment is made, or the requisite statutory record retention period, whichever is longer.
- B. All charged costs shall be supported by the properly executed payroll, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.

Section 7. Notice

Notice by either party to the other pursuant to this Agreement shall be given in writing and hand delivered or mailed as follows:

Forward Pinellas: Forward Pinellas
Attn: Whit Blanton, Executive Director
310 Court Street, 2nd Floor
Clearwater, FL 33756

Local Government: Town of Kenneth City
6000 54th Avenue North
Kenneth City, FL 33709

Section 8. Construction

This Agreement shall be construed as an expression of inter-agency cooperation enabling each party to make the most efficient use of its powers in furtherance of the respective and common objectives. However, this Agreement shall not be construed as delegating or authorizing the delegation of the constitutional or statutory duties of either party to the other.

Section 9. Termination

This Agreement may be terminated by either party at any time by giving the other party not less than thirty days' notice of such termination. In the event this termination provision is exercised by either party, the Local Government shall remain liable to Forward Pinellas for charges incurred up to such termination.

Section 10. Filing; Effective Date

As required by Section 163.01(11), Florida Statutes, this Agreement shall be filed with the Clerk of the Circuit Court of Pinellas County, Florida, after execution by the parties, and shall take effect upon such filing.

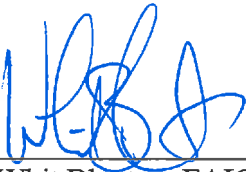
Section 11. Successor Agency


In the event Forward Pinellas is reconstituted as a new agency, merged with another agency, or its legal status is otherwise altered, this Agreement will be automatically assigned to any new agency that assumes the planning and mapping services and/or special project work currently performed by Forward Pinellas. This assignment shall be effective without the need for any further written agreement between the parties. The Local Government shall retain the right to terminate this agreement in accordance with Section 9.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates referenced below.

FORWARD PINELLAS


Attest:

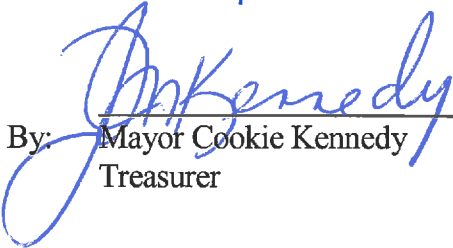

By: Whit Blanton, FAICP
Executive Director


By: Vice Mayor Doreen Caudell
Chair

Date: 7/12/18

Approved as to form:



By: Chelsea Hardy
Assistant County Attorney


By: Mayor Cookie Kennedy
Treasurer

LOCAL GOVERNMENT

Attest:


By: Cindy McCarthy
Town Clerk


By: Wanda Dudley
Mayor

Date: August 8, 2013

EXHIBIT A

SCOPE OF SERVICES

I. Ongoing Planning Services

- A. Forward Pinellas agrees to consider requests by the Local Government for ongoing planning services and to provide such services as Forward Pinellas staff time and schedule permit.
- B. Ongoing planning services may include, but is not limited to, review and interpretation of the comprehensive plan and land development regulations, comprehensive plan and land development regulation amendments, assistance with applications for development approval, traffic analysis, transportation planning, and data collection, as determined to be consistent with the mission and role of Forward Pinellas.

II. Mapping Services

- A. Forward Pinellas agrees to consider requests by the Local Government for mapping services and to provide such services as Forward Pinellas staff time and schedule permit.
- B. Mapping services may include, but is not limited to, provision of custom or standard printed or electronic map products, as determined to be consistent with the mission and role of Forward Pinellas.
- C. Forward Pinellas staff will serve as a liaison to the Pinellas County Enterprise Geographic Information Systems (EGIS) if such additional mapping services are required.

III. Special Planning Projects

- A. Forward Pinellas agrees to consider requests by the Local Government for assistance with special planning projects and to provide such assistance as Forward Pinellas staff time and schedule permit.
- B. Special planning projects may include, but are not limited to, plan or land development regulation assessments, neighborhood or special area plan development, special transportation and/or planning studies and such other special projects as may be related to or in furtherance of the comprehensive and/or transportation planning process, as determined to be consistent with the mission and role of Forward Pinellas.

EXHIBIT B

PAYMENT AND RATE CHARGE SCHEDULE

I. Ongoing Planning and Mapping Services

Forward Pinellas shall requisition by invoice for ongoing planning and mapping services on a time and materials basis as follows:

A. Materials - at the cost to Forward Pinellas

B. Time - based on the following hourly rates:

1.	Executive Director	\$109.00/hour
2.	Supervising Planner	\$72.00/hour
4.	Principal Planner	\$62.00/hour
5.	Planner/Analyst	\$48.00/hour
8.	Communications Specialist	\$55.00/hour
9.	Administrative Support	\$36.00/hour

C. Forward Pinellas shall provide the Local Government, upon request, a price quote based on the product(s) ordered in each request for services. There is no charge for current Geographic Information System (GIS) shapefiles distributed via email.

II. Special Planning Projects

Forward Pinellas shall requisition by invoice for special planning projects in the amount and according to a schedule agreed upon in advance between the Local Government and Forward Pinellas staff for each such special project.



ADMINISTRATIVE POLICY & PROCEDURES

SECTION: Charter

POLICY NO.: 2022-01

ADMINISTERING DEPARTMENT(S): Town Administration

SUBJECT: Administrative Management During Absence of Town Manager

Purpose: In accordance with Section 3.02 of the Town Charter, and in tandem with the Town’s disaster preparedness planning, the following policy shall serve to establish temporary organizational management coverage, or an “Acting Town Manager” during the absence of the Town Manager .

Policy: Whenever the Town Manager is absent from the Town during normal operating hours, and for more than one day, his/her designee, is authorized to act on behalf of the Town Manager on all administrative actions typically associated with Town operations during said absence. This policy is intended to establish an organizational “pecking order,” should the need arise in the event of an emergency, or more notably during the planned or unplanned absence of the Town Manager. Although it establishes a means of designating “back-up or interim” decision making staff to handle Town matters that may arise during the absence of either of these senior staff, it does not prevent staff from immediately attempting to contact the Town Manager should the need arise, for any and all decisions, as they occur.

Definitions:

A qualified absence is a period of time when the Town Manager is (1) out of the office for on scheduled leave for personal matters, training, or other reasons, (2) traveling outside of the Tampa Bay area to areas in a different time zone, or areas where it may be difficult to immediately reach the Town Manager via cell phone, email, text, or other means, and (3) for a period of time exceeding one (1) eight-hour work day. For purposes of this policy, one (1) eight-hour workday shall be reflected in the office hours of 8:30am to 4:30pm, Monday to Friday.

The Town Outlook calendar is the resource to be used by the Town Clerk to record scheduled senior staff absences. Staff is advised to notify the Town Clerk as soon as reasonably possible of future planned or unplanned staff absences, and the Town Clerk shall annotate same on the Town Outlook calendar. The Town Manager shall also email the Mayor and Council in advance of future planned absences exceeding one (1) day in duration to remind them of this policy. The purpose is not for the Town Clerk to keep tabs on where staff is in 15-minute intervals, their schedules, or in any way that would mimic micromanagement, but to primarily focus on ensuring other staff are aware of both managerial absences, and the designation of an “Acting Manager” during these absences.

The Town administrative team shall consist of the Town Manager, Town Clerk, Police Chief, the Senior Sergeant, and Public Works Supervisor. The Town administrative support team shall consist of the

Senior Police Administrative Assistant, Administrative Assistant, and a designated employee of the Department of Public Works designee.

Notification shall include the means by which the Town Manager communicates their pre-scheduled, or unplanned absences with the Town Clerk and subordinate staff who the Town Manager have previously elected to act on their behalf during said absences. Notification shall occur by way of email or telephone conversation as-soon-as-reasonably-possible, and in advance of the subject absence.

The Acting Manager shall be the staff person designed by the Town Manager to act on their behalf regarding all matters related to his/her position, and during the qualified absence period.

Acting or Administrative Manager:

During periods of absence of the Town Manager, the first-tier relief shall be the Town Clerk (second of three Charter Officials for the Town, also including the Town Attorney), then the Police Chief, and then the Public Works Superintendent. Please note: For Town Hall administrative matters that arise during the absence of the Town Manager, the Town Clerk shall serve as the Acting Manager. For matters involving Public Safety, Emergencies, Code Enforcement, or Disaster mitigation that may arise during the absence of the Town Manager, the Police Chief shall serve as the Acting Manager.

Administrative Repeal: The provisions contained herein shall supersede and replace all prior policies and procedures regarding this subject.

Effective Date: March 1, 2022

Amended or Reissue Date:

N/A

Reference(s):