**THE TOWN OF KENNETH CITY, FLORIDA**

**Budget Workshop Minutes**

**September 1, 2021**

**A. Call to Order**

**B. Roll Call**

 Councilmember Noble

 Councilmember Cummings

 Councilmember Roberts

 Vice Mayor Zemaitis

 Mayor Howell

 Town Manager Cavalli

 Attorney Mora

**C. Public Comment – formerly called Open Forum (limited to 3 minutes)**

There was no public comment.

**D. Discussion of FY 22 Draft Budget**

Town Manager Cavalli Introduced the budget draft to the Town Council. He discussed the Town’s Organizational Chart and discussed the changes that were made to the document that they were reviewing.

 Town Manager Cavalli discussed his future plans to update the Town’s website such as taking online payments and processing building permits.

 There was a discussion between Council and staff about the increases in costs for a part-time accountant.

 There was a discussion between Council and staff about the increases in costs for salaries in the Public Works Department.

 Town Manager Cavalli spoke about trainings he would like to see for the Public Works Department such as maintenance of traffic (MOT), landscaping fertilizer license, and NPDES.

 There was an ongoing discussion between Council and staff regarding salaries amongst Town staff.

 There was an ongoing discussion amongst Council and staff about various ways to increase revenues. Town Manager Cavalli suggested increasing building permitting fees, more aggressive code enforcement, annexations, and the possible establishment of a stormwater utility fee as ways to increase revenues. There was ongoing discussion about increasing operating costs of the Town.

 Financial Consultant Heather Guadagnoli spoke about the need to measure and manage the ongoing expenditures of the Town. She spoke about the budget and possible ways to move forward in terms of balancing the budget and managing costs.

 There was a discussion between Council and staff regarding funding associated with the American Rescue Plan Act. Attorney Mora discussed the details of this funding source and indicated that there were still many unanswered questions about how to utilize this money.

 Rob Duncan, Managing Director of Imagine That Performance, indicated that the Council could ask the administrative staff how to make changes to the budget in the future. He made some recommendations as to how Council and staff could make changes to the budget approval process.

**E. Mayor/Council/Attorney/Manager Comments**

 There were no comments.

**F. Adjournment**

 Motion to adjourn the meeting was made by Councilmember Cummings

 Second was made by Councilmember Noble

 All in favor

 Meeting was adjourned