**THE TOWN OF KENNETH CITY, FLORIDA**

**Special Meeting Minutes**

**September 22, 2021**

**A. Call to Order**

**B. Invocation and Pledge of Allegiance**

**C. Roll Call**

 Councilmember Noble

 Councilmember Cummings

 Councilmember Roberts

 Vice Mayor Zemaitis

 Mayor Howell

 Town Manager Cavalli

 Attorney Mora

**D. Consent Agenda**

Motion to approve Consent Agenda was made by Vice Mayor Zemaitis

 Second was made by Council Member Noble

 All in favor

 Consent Agenda was approved

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

 Ellen Dalbo 4726 58th St. N.

 Mrs. Dalbo expressed desire to see communication between town governing body and residents strengthened. Mrs. Dalbo shared a copy of a newspaper publication from 30 years ago. She also asked the town to consider the option of using prerecorded phone messages to deliver any town updates or safety concerns such as recent break-ins to residents.

**F. Action Agenda**

 1. Resolution 2021-08 Final Millage Rate

Mayor Howell said, “The final millage rate for fiscal year 2021-2022 is 5.4374 mills, which is unchanged from the prior year but is higher than the rolled back rate of 5.0266 mills. The rolled back rate is the millage rate that will provide the same ad valorem tax revenue as was levied during the prior year. The reason for setting the millage rate at 5.4374 is to fund expenditures for the General Fund for the fiscal year beginning October 1, 2021, through September 30, 2022.”

Atty Mora read the full contents of Resolution 2021-08.

Mayor Howell asked for public comments. No comments were made. Mayor closed public hearing.

Mayor Howell asked for a motion to pass the resolution. Council Member Noble motioned to pass the resolution; second was made by Council Member Zemaitis.

Attorney Mora reminded council they are also allowed to comment. The Town Council made no comment.

Mayor Howell asks Clerk for Roll Call vote:

Councilmember Noble YES

Councilmember Cummings YES

Councilmember Roberts YES

Vice Mayor Zemaitis YES

Mayor Howell YES

Motion was approved

 Mayor Howell said, "By our vote of 5, Resolution 21-08 is adopted, establishing the final millage rate for the Town of Kenneth City at 5.4374 mills for the fiscal year beginning October 1, 2021, and ending September 30, 2022, and is 8.27% higher that the rolled back rate of 5.0266 mills due to the increase in property values. The purpose for setting the millage rate at 5.4374 is to fund the General Fund expenditures for the 2021-2022 fiscal year.”

2. Resolution 2021-09 Final Budget

Mayor Howell said, “A Resolution of the Town of Kenneth City, Florida, adopting the final budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, providing for administrative compliance, and providing for an effective date. Mayor Howell asked attorney Mora to offer a brief presentation to introduce the resolution and its contents.

Atty Mora read the full contents of Resolution 2021-09.

Mayor Howell asked for public comments. No comments were made. Mayor closed public hearing.

Mayor Howell asked for a motion to pass the resolution. Council Member Noble motioned to accept resolution 2021-09; second was made by Council Member Cummings.

Mayor Howell asked council if the wish to discuss it. Council Member Noble expressed sentiments regarding paying taxes, regardless of home ownership or renting a home in Kenneth City. Council Member Cummings proposed considering the impact of a fluctuating housing market, as well, when considering future town revenue.

Mayor Howell asks Clerk for Roll Call vote:

Councilmember Noble YES

Councilmember Cummings YES

Councilmember Roberts NO

Vice Mayor Zemaitis NO

Mayor Howell YES

Motion was approved

Mayor Howell said, by our vote of 3 to 2, Resolution 21-09 is adopted establishing a budget for the Town of Kenneth City for the fiscal year beginning October 1, 2021, and ending September 30, 2022, making appropriations for certain expenditures, expenses and capital improvements with the final millage rate of 5.4374 mills which is 8.27% higher than the rolled back rate of 5.0266 mills, and provides for administrative compliance."

3. Town Clerk Oath of Office: Attorney Mora led town clerk, Ana Cabezas through the Oath of Office.

4. The council appointed Town Manager, Peter Cavalli as representative to the Public Risk Management Casualty and Liability Board of Directors, and Vice-Mayor Zemaitis as alternate.

5. The council appointed Town Manager, Peter Cavalli as representative to the Public Risk Management Group Health Board of Directors, and Vice-Mayor Zemaitis as alternate.

6. Executive Director of *Neighborly Care,* David Lomaka presented on the programs they provide homebound isolated seniors in our community and appealed to the council for financial and distribution location support. Council Members stated that they will discuss the extent to which our town can support *Neighborly Care* at an upcoming workshop in October.

7. Renewed Professional Services Agreement for *Imagine That Performance*

 Town Manager Cavalli discussed reasons for extending the professional services agreement contract with Imagine That Performance through December 31st, 2021. Attorney Mora explained that the service would be used “as needed” with specified projects in mind. Attorney Mora stated that there is a provision in the contract that allows the town to terminate their services with 14 days’ notice.

 Mayor requested public comment. No comment was made.

 Council Member Noble motioned to approve the extension of the professional service agreement, second was made by council member Zemaitis.

Mayor Howell asks Clerk for Roll Call vote:

Councilmember Noble YES

Councilmember Cummings YES

Councilmember Roberts YES

Vice Mayor Zemaitis YES

Mayor Howell YES

Motion was approved

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

Attorney Mora provided the council an update on trainings he has provided the town staff, specifically on Florida Sunshine Laws. In addition, Attorney Mora has provided the Town Clerk with professional resources and connections such as the Florida Association of City Clerks. Attorney Mora commended the town council on progress made during this transition.

 Town Manager Cavalli gave a report on what he has been working on the last few weeks to include: attending a presentation by Forward Pinellas meeting (micro-mobility and complete streets project), workshop on 11/3rd to discuss Chapter 54, updates regarding a survey being presented to the town residents, plans for creating a newsletter, upcoming discussions regarding annexation and transportation discussions with Blanton. Manager Cavalli shared that he brought the new town clerk on a tour of the 46th Ave. project, as well as the Police Department, Fire Station and the Public Works facility. Manager Cavalli discussed some grounds improvements around the Public Works Facility and a new resource for no-costs equipment from a surplus yard. Manager Cavalli discussed new certifications the public works department staff have earned, Pinellas County Solid Technical Management Recycling sub-committee updates, Solid wastes committee, Emergency Telecommunications systems and the possibility of new emergency communication locations designated within the town. Updates were provided on three current interns as well as a vacancy posting within the Public Works department. Manager Cavalli shared updates on cell phone accounts that were closed due to staff persons no longer being employed by the town, saving $159.96 per mo.

 Manager Cavalli shared with the Council that Pastor Remington will be hosting a cook-out for the Police Department, Fire Department, Public Works, town council and staff on October 1st at 11:30am till 1pm on the Ernst Park grounds. Town Manager Cavalli shared he would like to increase the town-wide garage sale to a twice a year event, versus just once per year. Final comments from town manager were regarding designating parking for town staff employees and open cases for variances that need to be addressed by Board of Adjustment as well as Planning and Zoning boards.

Council Member Noble asked for a specific budget, executive summary report going forward. Town Manager Cavalli shared that each department would be providing this going forward, “line by line.” Attorney Mora shared that we have a financial advisor coming to meet with our town staff from the Florida League of Cities to provide support in analyzing finances and advising on best practices in record keeping, tools etc.

Council Member Zemaitis asked for clarification regarding the Christmas parade. Council Members shared that they are hoping to bring back the 4th of July parade. Mayor Powell said we would discuss at a future workshop.

Council Member Zemaitis asked that we look at updating the towns photography on website and Facebook. Town Manager agreed. Council Member also shared concerns regarding antagonistic signage on someone’s house in our community. Attorney Mora shared legality of said signs and further legal considerations.

**G. Adjournment**

 Motion to adjourn the meeting was made by Vice Mayor Zemaitis

 Second was made by Councilmember Powell

 All in favor

 Meeting was adjourned