



THE TOWN OF KENNETH CITY FLORIDA

Council Meeting Minutes

September 14, 2022

A. Call to Order

B. Moment of Silence by Councilmember Roberts and Pledge of Allegiance

C. Roll Call

Present were Councilmember Roberts, Councilmember Noble, Vice Mayor Cummings, Councilmember Zemaitis was not present, Mayor Howell, Interim Town Manager Duncan, Town Attorney Johnston

D. Consent Agenda

Motion to approve Consent Agenda made by Vice Mayor Cummings
Second was made by Councilmember Noble

Councilmember Noble voted Yes
Vice Mayor Cummings voted Yes
Mayor Howell voted Yes
Councilmember Roberts voted No
Motion to approve Consent Agenda was passed

E. Persons Wishing to Be Heard on Items NOT Listed on the Agenda

Cindy Hite, 6514 43rd Ave N

Mrs. Hite thanked the Town for its event and support. She indicated that she hoped to have another event next year. She indicated that drug overdose was a major problem that nobody should have to endure. She felt that more awareness needed to be brought to this issue.

The Mayor closed public comment.

F. Action Agenda

1. Resolution 2022-04 for Tentative Millage Rate

The Interim Town Clerk read the Resolution 2022-04 by title.

Financial consultant JP Murphy gave a presentation about the budget. He indicated that the FY 2022-2023 Budget is in balance with only \$66,000 being derived from reserve funding.

The Mayor asked about building permits. There was a discussion between Council and staff regarding fees for the Building Department.

JP Murphy also discussed ARPA and Penny for Pinellas funds.

There was no public comment.

Vice Mayor Cummings indicated that the Town was building a good foundation and that Imagine That Performance had helped the Town very much.

The Interim Town Clerk read Councilmember Zemaitis vote of yes into the record.

Motion to approve Resolution 2022-04 was made by Councilmember Noble
Second made by Vice Mayor Cummings

Councilmember Noble Yes
Councilmember Roberts Yes
Vice Mayor Cummings Yes
Mayor Howell Yes

Motion to approve Resolution 2022-04 was passed.

2. Resolution 2022-05 First Reading of Budget

The Interim Town Clerk read the Resolution 2022-05 by title.

The Interim Town Clerk read Councilmember Zemaitis vote of no into the record.

Motion to approve Resolution 2022-05 was made by Councilmember Noble
Second made by Vice Mayor Cummings

Councilmember Noble Yes
Councilmember Roberts No
Vice Mayor Cummings Yes
Mayor Howell Yes

Motion to approve Resolution 2022-05 was passed.

3. Financial Management Policy

Financial Consultant JP Murphy described industry-recommended best practices regarding financial management practices. He emphasized 3 major points: maintain a minimum fund balance of 20% in General Fund, no debt to finance operations, and the use of one-time revenues for one-time expense.

There was a discussion among Council and staff of moving beautification funds to the General Fund with a fund assignment. There was a discussion among staff and Council on this issue.

Mayor Howell indicated that this policy was new and that the Town didn't have anything like this.

Vice Mayor Cummings said that this is a good starting point.

Councilmember Noble indicated 20% is best practice. She felt that something should be contemplated about putting funds back into reserves.

Town Attorney indicated that she would out together a resolution that requires an annual review with the budget process. She indicated that would be brought back to Council for review in October.

Councilmember Roberts asked JP Murphy what other towns of the same size do in their financial practices.

JP Murphy indicated that it depends on each entity's situation.

There was no public comment.

Town Council gave direction to staff to allocate dollars for emergency management and indicated that 20% funding in reserves was a good start.

4. Imagine That Performance Report #5 (8.8.22 to 8.21.22)

Interim Town Manager Duncan asked if Council had any questions on the project report. Councilmember Noble thanked Imagine That Performance Team Member Lisa Hendrickson for her work on Business Tax Receipts.

Town Council gave consensus to put Imagine That Performance Report on the Consent Agenda.

5. Approve Additional Task Orders with Imagine That Performance

Interim Town Manager Duncan introduced this item. He indicated that an Out of Scope was presented at the last meeting. He indicated that there were 3 additional task orders that were developed from the identified priorities. He indicated that these s task orders were time sensitive.

The Town Attorney indicated that she reviewed these task orders in conjunction with the Imagine That Performance team.

There was no public comment.

Motion to approve Imagine That Performance Task Orders H, I, J was made by Councilmember Noble

Second was made by Vice Mayor Cummings

All in favor

Motion to approve Imagine That Performance Task Orders H, I, J was passed

Councilmember Noble indicated that there were many things that needed to be done. The first phase was gathering information. The second phase was to work with the Town Attorney and talk to her to see if we can develop some sort of a document/contract to have a Town Manager and Town Clerk so we can move forward and have consistency. She indicated that employees should be part-time and task oriented.

Town Attorney indicated that the objective was to build a strong foundation for the Town. This included getting those Town Manager services under one broader agreement and then doing task-oriented agreements for specific items. This would allow the Town Manager to deal with daily items that are coming up. She indicated that she could negotiate something that allowed for general Town Manager duties and a continuation of task orders.

Vice Mayor Cummings indicated that these tasks could take up to 6 months. He felt that it would be unreasonable to bring somebody new in and expect them to take these projects on. He indicated that he felt it would be better if Imagine That Performance could reduce their tasks overall, but still follow through with tasks moving forward.

There was ongoing discussions about this topic between Council and staff.

Town Attorney Johnston suggested that she meet with each Councilmember to get a sense of their preferences on this topic. She said she felt that there would be enough information that she could create an agreement that could address those items.

The Town Attorney indicated that we would have to revisit the original agreement to give the Town Manager more discretion.

Council gave consensus that they would like Imagine That Performance to find a way to work together with the Town. It was determined that the item would be brought back for discussion. The Town Attorney indicated that she would like to have meetings with each Council member so that they could express your thoughts. It was determined that the item may be brought back for consideration at a meeting in October or November.

Robert Arrison, 6048 45th Avenue

Mr. Arrison felt that the Town was doomed to failure if we don't follow what Vice Mayor Cummings suggested and raise taxes next year.

G. Mayor/Council Comments

Councilmember Noble indicated that she had a meeting with Forward Pinellas. She spoke about initiatives regarding pedestrian safety, additional housing, and the variety of changes that were happening in the community.

Vice Mayor Cummings asked when the engineer was going to come back and when projects will start. The Interim Town Manager indicated that he recently spoke with the engineer and that the Capital Projects needed to be on a schedule. The Town Attorney indicated that the CCNA process had not been followed and a process to engage engineering services needed to be completed. An Imagine That Performance would be brought to Council for consideration on this.

Council and staff discussed stormwater projects and that additional Imagine That Performance Task Orders would be brought back in front of Council for review.

The Town Attorney indicated that she would be adding a Town Attorney report to the agenda with the items that she was addressing. She indicated that would be on a September or October meeting agenda.

H. Town Manager Comments

The Interim Town Manager discussed that the Council meetings were getting shorter and indicated that he was going to commit to meetings that last one and a half hours.

K. Adjournment

A motion to adjourn the meeting was made by Vice Mayor Cummings

A second was made by Councilmember Noble

All in favor

Meeting was adjourned