



THE TOWN OF KENNETH CITY FLORIDA

Special Meeting Minutes

July 21, 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, Mayor Howell, Interim Town Manager Duncan, Interim Attorney Johnston, and Consultant Lisa Hendrickson

D. Public Comments for items not on the agenda

1. Robert Arrison – 6048 45th Ave No – Resident commented on the fire department parking on the grass at the station. He asks that the fire department please refrain from parking on the grass.
2. Annia Gonzalez-Hernandez – 4706 58th St No - 6 foot fence replacement permit was denied. Resident wants to discuss options for the property, or a special permit request. Interim Town Manager explained the current code does not allow for the permit and a variance would need to be requested. The Town does not currently have a path for variances and a board would need to be engaged to review such a variance.
3. Keren Thomas – 5051 60th Street - Read email sent to Town Hall on Wednesday July 20, 2022 into the record. Consideration to transparency in government and act according to the town charter, oath of office, and the law. Resident disagrees with the replacement of the invocation with a moment of silence. Resident suggests Council replaces the moment of silence with one of the following: Oath of Office, Preamble to the Declaration of Independence or the Serenity Prayer.

E. Action Agenda

1. Budget Discussion

- a. CIP Project Presentation and Discussion – Michelle Berger presented the FY23 Capital Improvement Projects and 5 Year Plan.

Council Discussion: After Ms. Berger's presentation the Council discussed the CIP, asked questions, and offered comments.

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Mr. Berger explained the process for asking for legislative delegation money requests and grants.

The council discussed signage and the prior phases that have been completed and phases that have not been completed.

There was discussion on a 54th Ave complete street and applying for grant money through Forward Pinellas. A future workshop was recommended for discussion on 54th Ave complete street.

Discussion of community hall parking lot and parking spaces.

Discussion of public events and lighting (solar vs. electric) in the park with the opportunity for revenue generation. Council had consensus to create as unfunded at this time and discuss for next budget year.

Discussion of the four Town buildings going green and adding solar.

Discussion of Kenneth City branded water bottle vending machine and water bottle refill stations installation.

Discussion of splash pad, cost data, and future development.

Discussion of covered bus benches and replacement without advertisements. Council gave direction to bring in PSTA for a presentation and leverage information available.

Discussion of Twistee Treat property, stormwater, drainage, and roads.

Direction was given to obtain help with grants and project development and the need for assistance and direction from a consultant to guide the Town in obtaining money.

Discussion of safe street initiative in Pinellas County – Forward Pinellas and Comprehensive Plan. A Town assessment was discussed. Council gave direction to gather the data from Forward Pinellas and review for future discussion.

Discussed having a budget line item for “help” to assist with grants, planning, consulting, etc.

Discussion on server replacements and safety cameras to be taken out of CIP funding source.

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Discussion of ARPA money distribution, dedication of funds, and expenditures. Money must be dedicated by 2024.

Public Comments:

- i. Robert Arrison – 6048 45th Ave N – Provided a positive comment toward the discussion among council tonight.
 - ii. Fran Howell – 4931 56th Way N. – For signage please include reflective stop signs.
 - iii. Keren Thomas – Read email sent to Town Hall on Wednesday July 20, 2022 into the record. Consider adding a town wide recreation safety project. Need sidewalks leading up to the path on 46th street leading to the park. The recreation safety project should include bike lanes for families to safely bike along our streets. Slide 12 Suggests “Aggressive Pursuit” of state grants. Is the Town Clerk the appointed person to seek after the grants available? Who is tasked with grant proposals and/or grant applications?
- b. Program-Based Budgeting – JP Murphy presented an overview on program-based budgeting.

Council Discussion - After Mr. Murphy’s presentation the Council discussed and made comments on the following:

Discussed reaching out to student volunteers to help with events and to help offset some costs.

Discussed a community social club for help with raising funds and coordinating events.

Interim Town Manager Duncan closed with a general explanation of program-based budgeting being parallel with the line item budget, so there is a better understanding for what is allocated to spending.

Public Comments: NONE

- c. Expense Discussion - JP Murphy presented an overview on Town expenses.

Public Comments:

1. Keren Thomas – 5051 60th St N - Read email sent to Town Hall on Wednesday July 20, 2022 into the record. Dick Lenau’s proposed fishing pier doesn’t seem to be included on this section. Where are the salary requirements for the staff the city needs to hire?

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Council Discussion: After Mr. Murphy's presentation the Council discussed the Town's expenses, asked questions, and offered comments.

Discussed keeping the millage rate the same and increasing other fees as outlined in the recommendation slide.

Discussed timeline of implementing fees. Fire fee would take the longest. Discussed the fee, sustainability, and the general fund. Stormwater fee for sustainable capital funding would need a consultant. Discussed the various ways to assess a stormwater fee calculation.

Discussed historical reserves and how the revenue was generated for the reserve fund.

Discussed the percentage collected from the communications service tax.

- d. Revenue Discussion - JP Murphy presented an overview on Town revenues and mentioned implementation of a fee, using the state schedule, for public record requests.

Public Comments:

1. Keren Thomas – 5051 60th St N - Read email sent to Town Hall on Wednesday July 20, 2022 into the record. Consider a reassessment of Property Tax for properties which are now within the taxable threshold. Consider a salary freeze on all existing personnel, including the proposed salary increases in the police department, until we have a balanced budget. Consider reduction of police force by 1-2 officers to meet budget goals. Rehire once town has a working budget, and is fully staffed.

Council Discussion: After Mr. Murphy's presentation the Council discussed the Town's revenues, asked questions, and offered comments.

Discussed millage rate and proceeds based on moving millage rate up or down.

Discussed annexation being a source of revenue.

Discussed starting to fund depreciation using the example of police vehicles.

2. Setting Maximum Millage Rate

Michelle Berger presented the TRIM Timetable and education on adopting the maximum millage rate.

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First Public Hearing (First Reading) Wednesday, September 14, 2022.
Second Public Hearing (Final Reading) Thursday, September 29, 2022.

JP Murphy presented additional information on the millage rate and discussed Pinellas County's intent to go to the roll back rate, reducing the County's millage rate by .5792 (1/2 millage). Discussed highest home value \$385,000 and average home value \$88,000 and millage rate scenarios.

Public Comments:

1. Robert Arrison – 6048 45th Ave N – Commented on Pinellas County's intent to roll back. If taxes will remain the same would like council to consider ½ mill from County going to Kenneth City.
2. Fran Howell – 4931 56th Way N – Has been most informative meeting. If residents were informed and the education was available agree with Mr. Arrison's statement. Residents love Kenneth City, it's unique we are an enclave. Suggests educating the public, explain the reserves, and gain the respect of residents.

Council Discussion: After Mr. Murphy's presentation the Council discussed the Town's millage rate, asked questions, and offered comments.

Discussion regarding recommendation to keep millage the same.

Increase the communication tax and start the process to move forward with the other recommendations for future discussions to replenish reserves.

A motion was made by Councilmember Noble to set the millage rate at 5.4373 keeping it the same and Seconded by Vice Mayor Cummings.

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

Motion to approve the maximum millage rate at 5.4373 was passed unanimously.

3. Imagine That Performance Project Report was reviewed and discussed.

Public Comment: NONE

4. Town Manager Recruitment Options were discussed by Interim Town Manager Rob Duncan and Council outlining priorities and where the Town is going for the future in order to get in alignment as a board and to define the expertise from a Town Manager which is needed.

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Council Discussion:

Discussed that Council needs to define the projects and understand and prioritize the projects in order to inform the Town Manager of the Town's direction.

Comment was provided about how much has been learned, there is an interest in grants and outreach to partners in the County.

Discussed whether the Town should have a Town Clerk in place before the Town Manager. Discussion of the Town Clerk being an appointed position.

Discussed the need to build a foundation and have a team in place to help before bringing in a new Town Manager.

Interim City Manager explained the need to communicate what Kenneth City is accomplishing and have discussion about what the Council wants the process to be for recruiting a Town Manager.

Discussed the need for transition, having a plan for priorities, and identifying the route for recruitment, as well as a time table to move forward.

F. Mayor/Council Comments

Mayor Howell thanked the Council for their cooperation and coming together to turn this Town around.

G. Adjournment

Motion to adjourn the meeting was made by Councilmember Roberts

Second was made by Vice Mayor Cummings

All in favor

Meeting adjourned at 10:07pm.