

Agenda
City of Dunnellon
Community Redevelopment Agency Meeting
20750 River Drive, Dunnellon, FL 34431
May 10, 2021

5:00 p.m.

Join Zoom

<https://dunnellon.zoom.us/j/98790700046?pwd=MHAvMnptVWNyN0tuSDU0cVYyYjkyQT09>

Meeting ID: 987 9070 0046

Dunnellon City Council meeting will be held on May 10, 2021, 5:00 p.m. at Dunnellon City Hall.

Public Comment

Anyone who wishes to provide public comment will be able to do so by participating in the City Council meeting in person, or via the Zoom "**AUDIO ONLY**" platform and/or telephone, by speaking during public comment portions of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the City Clerk at mroberts@dunnellon.org

Members of the public who would like to participate are encouraged to register in advance by Noon on Monday May 10th. Please see instructions below on how to register.

Instructions on How to Listen and/or Participate in the Meeting

Attachment: [Meeting Instructions \(PDF\)](#)

Call to Order

Pledge of Allegiance

Opening Prayer/Moment of Silence (suggested time limit: 1 minute. Mayor to request if any invitee is present to open with prayer; if no invitee is present, Mayor will ask if a Dunnellon citizen will volunteer. If no volunteers, a moment of silence will be offered. If a citizen outside of Dunnellon requests to open with prayer, (s)he may so if no invitees/citizens volunteer.)

Roll Call

Proof of Publication - Posted on City's website and City Hall bulletin board on Thursday, May 6, 2021.

Consent Agenda

1. CRA Board Meeting Minutes

February 8, 2021 CRA Meeting

Documents:

CONSENT AGENDA APPROVAL

Accept public comments on consent agenda items prior to making a motion.

PROPOSED MOTION: I move the consent agenda be approved as presented.

REGULAR AGENDA

2. FY2020-2021 Second Quarter TIFD (CRA) Budget Update - Jan Smith

Documents:

[Agenda Packet CRA 2nd Quarter Budget Update ADA.pdf](#)

3. Public Comments

4. Adjourn

PROPOSED MOTION: I move the CRA meeting be adjourned.

ANY PERSON REQUIRING A SPECIAL ACCOMMODATION AT THIS HEARING BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT THE CITY CLERK AT (352) 465-8500 AT LEAST 48 HOURS PRIOR TO THE PROCEEDING. IF A PERSON DESIRES TO APPEAL ANY DECISION WITH RESPECT TO ANY MATTER CONSIDERED AT THE ABOVE MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY IS NOT RESPONSIBLE FOR ANY MECHANICAL FAILURE OF RECORDING EQUIPMENT.

City of Dunnellon
Community Redevelopment Agency Board

<https://dunnellon.zoom.us/j/94383853454?pwd=eHQ4dHV4ZFJzd3dtWXNoNzVPazJ3UT09>

Meeting ID: 943 8385 3454

Date: February 8, 2021

Time: 5:00 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

Dunnellon CRA meeting will be held on February 8, 2021, 5:00 p.m. at Dunnellon City Hall with Social Distancing Modifications.

Anyone attending the meeting will be required to wear a mask/face covering. All attendees will be subject to screening to include a temperature check. Public Comment Anyone who wishes to provide public comment will be able to do so by participating in the City Council meeting in person, or via the Zoom "AUDIO ONLY" platform and/or telephone, by speaking during public comment portions of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the City Clerk at mroberts@dunnellon.org

Members of the public who would like to participate are encouraged to register in advance by Noon on Monday February 8, 2021. Please see instructions below on how to register. Public input on non-agenda items will be heard at the beginning of the meeting. A three (3) minute time limit will be strictly administered.

Call to Order and Pledge

Mayor White called the meeting to order at approximately 5:10 p.m., and led in the pledge of allegiance. He asked if any invitee or volunteer was present to open with prayer. There was none and a moment of silence was held.

Roll Call

The following members answered present at roll call:

Bill White, Mayor, Seat 1

Louise Kenny, Councilwoman, Seat 2

Anita Williams, Councilwoman, Seat 3

Valerie Hanchar, Vice-Mayor, Seat 4

Jan Cubbage, Councilwoman, Seat 5

Staff Present

Mandy Roberts, City Clerk

Chief Mike McQuaig, Police Department

Jan Smith, Finance Department (attending by Zoom Platform)

Matthew Leibfried, Interim Community Development Manager

Teresa Malmberg, Community Development Technical Assistant

Troy Slattery, Public Works Manager

Lynn Wyland, Records Clerk

Legal Counsel (Attended by Zoom)

Andrew Hand,
Shepard, Smith, Kohlmyer & Head, P.A

Proof of Publication

Ms. Roberts stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, February 3, 2021 and amended on February 4, 2021 to add backup to item #1.

Council's Comments Regarding Agenda

There were none.

Public Comments

Mayor White called for public comments.
There were none.

Consent Agenda:

(Note: Motion to approve items on the consent agenda is a motion to approve the recommended actions.)

Agenda Item #1 – CRA Board Meeting Minutes

November 9, 2020 CRA Meeting

Vice-Mayor Hanchar moved the consent agenda be approved. Councilwoman Williams seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Regular Agenda:

Agenda Item #2 – FY2020-2021 First Quarter TIFD Community Redevelopment Agency Budget Update

Chief McQuaig said revenues are approximately \$10,000 less than budgeted. The reason can be numbers not in from the property appraiser's office.

Expenses: Spent \$10,458

There was no further discussion.

Agenda Item #3 – Public Comments

Mayor White called for public comments. There were none.

Agenda Item #4 - Adjourn

City of Dunnellon
Community Redevelopment Agency
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At approximately 5:22 p.m. Vice-Mayor Hanchar moved to adjourn the February 8, 2021 CRA Board meeting. Councilwoman Williams seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

ATTEST:

Amanda Roberts, CMC, City Clerk

William P. White, Mayor

**CITY OF DUNNELLON
COUNCIL
AGENDA SUMMARY FORM**

Meeting Date: May 10, 2021

Review by City Attorney:

Responsible Dept.: Finance

Council Action:

Department Head Approval: Jan Smith

Date of Action:

Subject: FY2020-2021 Second Quarter TIFD (CRA) Budget Update

Request for Approval Summary Explanation & Background: Attached are the FY2020-2021 Second quarter results. The following documents are provided.

- Budget vs Actuals period ending March 31, 2021
- TIFD (CRA) Spending Schedule period ending March 31, 2021
- Cash/Equity Balances as of March 31, 2021

Fiscal Information: N/A

Procurement Method: N/A

Purchase Requisition#: N/A

Recommended Action:

Initiated by: JS

**CITY OF DUNNELLON
2020-2021 YEAR TO DATE SUMMARY
March 50% COMPLETE**

TAX INCREMENT FINANCING DISTRICT (CRA)								
	UNAUDITED FY 19-20 ACTUAL	FY 20-21 REVISED/ AMENDED BUDGET	FY 20-21 YEAR TO DATE ACTUAL	FY 20-21 % OF BUDGET COLLECTED	FY 20-21 PROJECTED	Projected vs Budget (Under)/Over Budget)	Variance From Budget at Year End	
95	REVENUES							
96	275,700	309,176	299,169	96.8%	299,169	(10,007)	Decrease due to final certified property values less than anticipated	
97	-	-	-	0.0%	-	-		
98	888	841	287	34.1%	707	(134)		
99	-	431,883	-	0.0%	431,883	-		
100	Total TIFD Revenues						(10,141)	
101	276,587	741,900	299,455	40.4%	731,759	(10,141)		
102								
103								
	UNAUDITED FY 19-20 ACTUAL	FY 20-21 REVISED/ AMENDED BUDGET	FY 20-21 YEAR TO DATE ACTUAL	FY 20-21 % OF BUDGET COLLECTED	FY 20-21 PROJECTED	Projected vs Budget (Under)/Over Budget)	Variance From Budget at Year End	
104	EXPENDITURES							
105	13,574	41,614	13,241	31.8%	41,614	-		
106	5,608	66,639	3,296	4.9%	65,727	(913)		
107	49,623	563,257	5,012	0.9%	563,257	-		
108	2,880	70,390	-	0.0%	70,390	-		
109	-	-	-	0.0%	-	-		
110	Total TIFD Expenditures						(913)	
111	71,684	741,900	21,548	2.9%	740,988	(913)		
112	Surplus/(Deficit)						(9,229)	
	204,903				(9,229)			

UNAUDITED

FY 2016-17 FY 2017-18 FY 2018-19 FY 2019-20 FY 2020-21

- 1 Beginning Fund Balance -October 1
- 2 Current Year Revenue
- Transfer from TIFD Reserve
- 3
- Transfer In-125 Pk donations from GF (Funds will be transferred when project begins construction)
- 4 Total Available Fund Balance
- 5
- 6
- 7 **Fund Balance (RESERVES) Budgeted for:**
- 8 Personnel
- 9 Operating
- 10 Grants-CRA
- 11 Blue Run Pk Restrooms
- 12 125 Trailhead Re-design
- 13 City Welcome Signs - Three
- 14 W Penn Streetscape-PH I
- 15 W Penn Streetscape-PH II
- 16 Ernie Mills Beautification Project
- 17 Entrance Signs-Historic Distrct
- 18 Parking Lots/Enhancements - Ernie Mills
- 19 Parking Lots/Enhancements - Short Tower Wy
- 20 Parking Enhancements (Meters/Kiosks)-Project Terminated
- 21 Wayfinding Signage-EC-10
- 22
- 23 Total Appropriations

	FY 2016-17		FY 2017-18		FY 2018-19		FY 2019-20		FY 2020-21		
							Actual	Budget	Actual	Projected	
1	158,860		566,814		550,070		703,118	880,258	897,432		
2	190,925		175,464		196,972		276,318	310,017	299,455		
3											
4	669,725		742,278		747,042		979,436	1,214,382	1,196,887	-	
7	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Projected
8	21,660	23,093	29,320	31,034	30,184	16,244	16,147	7,549	41,614	13,241	41,614
9	36,084	19,344	36,104	15,226	40,948	7,084	42,047	5,418	66,639	3,296	65,727
10	51,569	0	50,000	3,600	60,000	0	76,990	2,880	70,390	0	70,390
11	30,000	18,000	12,000	0	12,000	0	12,000	0	12,000	0	12,000
12	23,400	0	23,400	0	50,190	0	47,757	0	47,507	0	47,507
13	20,000	300	20,000	18,269	0	15,079					
14			30,000	8,257			21,743	15,898			
15									50,000	2,274	50,000
16									10,000		10,000
17									25,000		25,000
18					202,922	2,833	361,446	10,590	393,750	2,737	393,750
19						2,684					
20			50,000								
21									25,000		25,000
22											
23	182,713	60,737	250,824	76,386	396,244	43,924	578,130	42,335	741,900	21,548	740,988

Legend

Green = 1st year of obligation

Blue = 2nd year of obligation

Red = 3rd year of obligation and beyond

Orange = Completed projects

RESERVES:

- 24
- 25
- 26
- 27 **Fund Balance Available To Be Obligated To Projects (Line 4 minus Line 17)**
- 29 **Recommended Projects:**
- 30 Park Improvements-Ernie Mills
- 31 Parking Enhancements
- 32 FDOT Multi-Modal Grant-Reserve (Max Contr. \$350,000)
- 33 Landscaping
- 34 Benches
- 35 Lighting
- 36 Streetscape PH II (Bulb-outs, intersection upgrades 41/484, gateway infrastructure, stamped brick concrete)
- 37 Reserve-Historic Board (for Grants)-Reserve combined with CRA unrestricted at FYE 2019
- 38 Property Acquisition and/or Development of Public Parking (i.e. CRA Public Parking at new Police Facility)

	Set Aside in Restricted Reserve		Set Aside in Restricted Reserve		Set Aside in Restricted Reserve		Set Aside in Restricted Reserve		Set Aside in Restricted Reserve		Projected Restricted Reserves
27					(396,244)		(578,130)		472,482		455,899
30	12,087		12,087				-		-		
31	200,000		150,000				-		-		
32	50,000	153,760	153,760	203,760	253,760	253,760	303,760	303,760	303,760	303,760	303,760
33	10,000		10,000				-		-		
34	10,000		10,000				-		-		
35	10,000		10,000				-		-		
36					95,213		(881,890)				
37	4,000	17,000	4,000	18,000	23,000	20,000					
38									168,722		152,139

CASH RESERVES

		UNAUDITED BALANCE 10/1/2020	BALANCE 2/28/2021	BALANCE 3/31/2021	NET CHANGE FROM PRIOR PERIOD	NET CHANGE FROM START OF YEAR
TIFD EQUITY						
02000-15179	HISTORIC BLDG REDEVELOPMENT	21,000.00	-	-	0.00	(21,000.00)
02000-15183	TIFD EQUITY	433,903.25	885,582.02	882,169.22	(3,412.80)	448,265.97
02000-15183 A1731	TIFD EQUITY-BIKE PATH	253,760.00	303,760.00	303,760.00	0.00	50,000.00
TIFD EQUITY		708,663.25	1,189,342.02	1,185,929.22	(3,412.80)	477,265.97