

City of Dunnellon City Council
Communications Technology Media (CTM) Zoom Meeting

<https://dunnellon.zoom.us/j/93823311585?pwd=aG9HNzlnZ0hsUjdtSnR0TjQ0NEpvdz09>
Webinar ID: 938 2331 1585

Date: September 14, 2020
Time: 5:30 p.m.
Place: City Hall, with Social Distancing Modifications
20750 River Dr., Dunnellon, FL 34431

Dunnellon City Council meeting will be held on September 14, 2020, at 5:30 p.m. at Dunnellon City Hall with Social Distancing Modifications.

Call to Order and Pledge of Allegiance

Mayor Burns called the meeting to order at approximately 5:30 p.m. and led the Council in the Pledge of Allegiance. Mayor Burns asked if a citizen would volunteer to open with prayer. Katherine Burns provided the invocation.

Mayor Burns called upon the City Clerk to call roll.

Roll Call

Dale Burns, Mayor, Seat 1
Bill White, Councilman, Seat 2
Anita Williams, Councilwoman, Seat 3
Valerie Hanchar, Vice-Mayor, Seat 4
Jay Dugan, Councilman, Seat 5

Staff Present

Dawn Bowne, City Administrator
Chief Mike McQuaig, Police Department
Troy Slattery, Public Works Department
Jan Smith, Finance Department
Lonnie Smith, Community Development
Loretta Barton, Clerk's Department
Corporal Eldon Raines, Police Department

Legal Counsel

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

Proof of Publication

Mrs. Roberts announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Thursday, September 10, 2020.

One or more members of the same City of Dunnellon advisory board may attend this meeting and may speak to Council.

Accept Public Comments

Mayor Burns called for public comments on non-agenda items.

David Koger, 11983 Palmetto Way, spoke in reference of the fencing on the bridge crossing over the Rainbow River on CR 484.

Ms. Roberts read the following written comment submitted by Sydney Hanchar into the record:

“Dear Dunnellon City Council,

I am asking that the following statement be read into the record tonight as I cannot personally attend being that I am away at college in North Carolina. This weekend I learned that Councilman White is attempting to take my first amendment right. I still have every right to support, and yes, place signs in the yard of my home that I share with my parents. My rights are being violated. This is not the Wild West, this is a democracy and a freedom of choice. Please cease and desist the afore behavior and stop trying to take my rights.

Sincerely,
Sydney Hanchar, a registered voter
11575 Vogt’s Springs Road.”

Mayor Burns called for public comments on the consent agenda.

There were none.

Consent Agenda

1. City Council Minutes
July 08, 2020 Budget Workshop
2. Approve Agreement #AGR2020-26, IPO 89 Oakwood Ave. Grant Application Assistance With Kimley Horn For \$9,500.00
3. Approve Planning Commission Appointments - Move Mr. David Lancaster Into Full Member Position To Fill The Unexpired Term Of Mrs. Louise Kenny, 9/14/2020 - 1/14/2022; And Appoint Mr. David Short To The 1st Alternate Position To Fill The Unexpired Term Of Mr. David Lancaster, 8/14/2020 - 1/12/2021
4. Award #RFP2020-01, Building Inspection Services Vendor To M.T. Causley, LLC
5. Award Bid #BID2020-03 To (FMIT) Florida Municipal Insurance Trust For Property, Auto, Liability & Workers Compensation Insurance
6. Appoint Mr. Steve Lucini To The Firefighter And Police Officers Pension Board Of Trustees For A Two-Year Term Effective 09/14/2020, Term To Expire 9/14/2022
7. Approve Proclamation #PRO2020-09, Constitution Week

Consent Agenda Approval

Vice-Mayor Hanchar moved the consent agenda be approved as presented. Councilman Dugan seconded the motion.

Mayor Burns called for council comments. There were none. The vote was taken and all members were in favor. The vote was 5-0.

Regular Agenda

Ms. Roberts read the following into the record:

“Public Hearing Statement

All persons wishing to address the City council will be asked to limit their comments to the specific subject being addressed. Public opinions and input are valued by the Council. However, it is requested that comments are directed at specific issues rather than personal comments directed toward the council members or staff in order to foster mutual respect between council members and the public.

Members of the public in attendance at public forums should listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

Members of the public addressing City council and boards/commissions on a specific project or proposal are requested to disclose any personal interest or relationship; and any business, professional, or financial interests with any individual, group, project or proposal regarding the subject matter under review. Members of the public should always err on the side of more public disclosure, not less, in order to provide integrity to the public process.”

Agenda Item No. 8 – Public Hearing On 2020 Tentative Proposed Millage Rate and Tentative Budget For The City Of Dunnellon For The 2020-2021 Budget Year (Advertised On Property Tax Notice)

Mayor Burns called for public comments.

David Koger, 11983 Palmetto Way, commented on the millage rate. He said he owns several other properties in different states and this property is the highest.

Mayor Burns said, “This is a public hearing on the tentative proposed millage rate and tentative budget for the City of Dunnellon for the 2020-2021 budget year. The tentative millage rate for the City of Dunnellon is 6.5000, which is 5.11% greater than the rolled back rate of 6.1841. The tentative budget proposed is \$3,960,750.00.”

Mayor Burns gavelled down and said, “It is now 5:48 p.m. and I open the public hearing for staff to first make a presentation and then to anyone wishing to address the City Council on either, the proposed millage rate or 2020-2021 budget.”

He called upon staff to make a presentation as to the millage rate and budget.

Mrs. Smith provided reviewed the following “Budget Message” letter:

September 2020

Honorable Mayor and City Council

Pursuant to Part 1, Section 20 of the City Charter, the proposed budget for Fiscal Year (FY) 2020-2021 is submitted for review and adoption by the City Council.

The first document is the FY 2020-2021 Proposed Budget Summary. This document provides a line item review of multiple prior fiscal years actuals, FY 2019- 2020 budget, actuals as of July 31, 2020 and projected year end 2020. This document is designed to provide the reader the opportunity to make a comparison between FY 2019-2020 and the proposed budget for FY 2020-2021.

The second document, FY 2020-2021 Detail Line Item Budget, provides the individual amounts that make up the total of each line item. These two documents combined represent the City's budget plan for the upcoming fiscal year.

Fiscal Year 2019-2020 Budget Highlights

General Fund

Revenue is projected to come in under budget primarily due to capital projects advancing to the new fiscal year as follows:

- Short Tower Way public parking project in the amount of \$284,394. Design is substantially complete on the 33 parking space project and construction will be carried forward to FY2020-2021. City Beach parking project has been postponed. Therefore, the transfer from capital reserve will not be initiated.
- Grant revenue for mapping the City's storm water assets in the amount of \$47,500 from South West Florida Water Management District has been deducted as the City will not directly receive the grant revenue. The City is responsible for 50% of the cost of the project in the amount of \$142,500 over a 3 year period.
- The COVID-19 pandemic has had an effect on revenues coming in less than anticipated; Taxes \$17,817, Licenses & Permits \$16,888, State Revenue Sharing \$46,766. Building permit revenue is less than budget \$39,859. Total revenue projection is \$410,138 under budget.

Expenses for FY2019-2020 are projected to be \$459,525 under budget. This is primarily due to:

- Projects carried forward or postponed as outlined in the revenue portion of this report in the amount of \$413,241.
- Contracted building inspection services \$51,299.

The City has incurred \$59,915 COVID-19 related expenses as of July 31st. It is anticipated we will receive a minimum reimbursement of 75% \$40,436 between Federal CARES Act funds and FEMA. Net expense to the City \$19,479. The amount of future expenses cannot be anticipated. A budget amendment will be presented to City Council by November 30th to account for these expenses as statutorily required.

The net effect to the overall General Fund budget is a projected surplus of \$49,387 that will be deposited into reserves subject to year-end audit as follows:

- Cemetery \$33,968 – excess sales revenue.
- Tree Restoration Fund \$1,000 – fine levied against property owner.
- Remainder of surplus in the amount of \$14,419 to be reserved for capital expenditures. This results in staff managing the General Fund budget five consecutive years without needing to draw from reserves to cover operating costs.

As of July 31, 2020 the General Fund cash on hand is \$5,560,187. These funds are allocated among unassigned, assigned, and committed reserves with varying restrictions as to when and how they are used either by Council or State Statute.

General Fund Accomplishments –

- Water, sewer and road resurfacing improvements in the Historic District are substantially complete. The City received grant funding from DEO and the State Legislature that provided funding in the amount of \$950,000 for the \$1.1M project. The City contribution to the project is approximately \$116,000 for road resurfacing.
- A 14-year goal of identifying a location for a new police station was realized. City Council approved a purchase agreement in the amount of \$325,000 to close on November 18, 2020. A \$32,500 deposit is being held in escrow. The location is at 11808 N. Ohio Street. The property & building appraised at \$410,000 as opposed to the purchase price of \$325,000. The new facility will be renovated and furnished to house a current staff of 15 including Reserve Officers and volunteers over a multi-year period as funding sources are identified and become available estimated to be \$1.2M. Sources to be considered are grants, 1% Discretionary Sales Surtax if approved by voters in November and available capital reserves on hand at the discretion of Council. Other sources will be identified as they become known.
- Completion of a Police impact fee study to fund their future capital needs. The fees are applied to and collected from developers as a result of new development. The ordinance has been adopted with applicable impact fees to be collected effective 10/11/2020.
- Final payment was made on a 3-year lease purchase for new public safety radios required to be in compliance with Marion County 911 Dispatch. Total cost over 3 years \$174,509.
- The City initiated a citywide asset inventory audit to ensure proper accounting and oversight of the City's assets.
- The City was losing Police Officers to other surrounding state and local agencies because of a non-competitive salary plan. In order to improve retention and recruitment the City conducted a professional salary survey that reflected the City is 35% below the surveyed labor market. The following positions; Police Officers, Public Works Laborers and 4 Staff Assistants will be adjusted in FY2020-2021.
- A Fund Balance Policy was adopted October, 2019. This policy will ensure the City maintains an adequate fund balance and reserves in the City's operating fund to provide the capacity to: (1) provide sufficient cash flow for daily financial needs, (2) secure and maintain investment grade bond ratings, (3) offset significant economic downturns and revenue shortfalls, and (4) provide funds for unforeseen expenditures related to emergencies.
- Resolution #RES2020-20 designating funds required by the Fund Balance Policy (#RES2019-10) for emergencies in the amount of \$624,806 or 33% (3 months) of the current fiscal year operating expenditure will be considered by City Council at the final budget hearing on September 28th. This Resolution identifies and provides a definition for such eligible expenditures. City Council will consider approval of any necessary changes to our Purchasing Policy to ensure spending procedures and necessary restrictions are in place for the remainder of the Unassigned Fund Balance. In addition, the resolution also restricts an appropriate portion of the Unassigned Fund Balance to a capital reserve and outlines

approval procedures for City Council to follow in order to maintain a healthy overall balance in capital reserves, establish a minimum fund balance in accordance with generally accepted accounting principles, and provide for public hearing and comment by taxpayers prior to spending the capital funds. • Staff and City Council met on August 19th to begin the process of developing a Road Improvement Master Plan. Staff presented a detailed PowerPoint presentation identifying current conditions, needed improvements and potential funding sources.

- A restructuring of Public Services was successfully realized by utilizing less full-time multi-skilled service workers with an increase in part-time laborers to assume basic mowing/landscaping duties.
- Community Development implemented a new Munis permitting module. The benefits are; direct updates to the City's financial system and code enforcement, permit tracking history, streamlined reporting and online accessibility once finalized.
- Community Development has worked with several consultants to produce the first GIS enabled interactive mapping system for the City. This mapping system is built modeling the Marion County Interactive map to allow the public to view a number of maps of Dunnellon including Future Land use, Zoning, Wetlands, and others. The maps are part of a city map repository that will assist residents, business owners, and potential vendors in making informed decisions about the City and its environmental and economic diversity. We are at the final stages of implementation and are aiming for website publishing in the next 30 days or so.
- Other capital needs or projects addressed:
 - Sinkhole remediation \$43,563
 - Patrol Vehicle \$36,496
 - Design and permitting for a parking lot on Short Tower Way \$14,500. This project will go out to bid for construction in FY2020-21
 - Re-landscaping of the medians along North and South Williams St./US 41 \$11,240. This project was funded by a combination General Fund \$3,377 and CRA \$7,863.
 - Server for City Hall \$11,100 o Cameras for patrol vehicles \$10,000
 - Laptops (2) \$4,881
- As a result of the COVID-19 pandemic city staff implemented multiple options for the public to participate in City meetings. The public can now access City meetings through the Zoom webinar platform, the City's You-tube channel or listen via local radio station FM 104.9.

Tax Increment Financing District (CRA)

Expenses:

- Capital improvements for the construction of a 73 space parking lot at Ernie Mills Park is nearing completion of the design phase for improved parking to aid in CRA and Historic District areas. Design expense to date is \$25,000. This project construction will carry forward in FY2020-21 \$361,446.
- Funding reserved and set aside for grants to residential and commercial property owners to assist with property renovations \$76,990. To date applications in the amount of \$2,880 have been received and processed.
- On February 11, 2019 City Council moved to authorize Marion County to commence with the Blue Run of Dunnellon Park restroom project in accordance with the Management Plan,

site plan and construction drawings as presented by Marion County. Of the \$30,000 contribution \$12,000 remains in the budget towards design & permitting. Marion County is overseeing the project and to date has not pulled the building permits with the City.

- 125 Anniversary Park. \$47,757 has been carried forward to FY2020-2021.

Grant funding with FDOT in the amount of \$3M for a Multi-Modal Enhancement project for redesign and inclusion of a bike path along East Pennsylvania Ave./CR 484 to include bridge construction and replacement of water/sewer utility lines within the project area is pending. The CRA board has committed \$350,000 over the next seven years as a local match to help fund this project. The City, through an interlocal agreement with Marion County, will set aside a minimum of \$50,000 per year. To date \$303,760 has been set aside.

Fiscal Year 2020-2021 Budget Highlights

This will be the 3rd year the City has successfully held the millage rate at 6.5 mills after reducing it from 7.5 mills. The 6.5 millage rate is 5.11% greater than the rollback rate of 6.1841 mills. Property values have increased approximately 7% citywide. The City will realize an increase of \$79,549 in ad valorem proceeds by keeping the millage rate the same as FY 2019-2020. The proposed millage rate for the Certification of Taxable Value is 7.0 mills, which was approved at the July 13, 2020 council meeting. The budget is balanced without utilizing reserves to offset operational cost.

Budget workshops were held July 8th, July 22nd and August 19th. Two public hearings with regard to the millage rate and the budget will be held on September 14th and September 28th at 5:30 pm.

General Fund

The FY 2020-2021 proposed General Fund Operating Budget is \$3,960,750 and consists of the following percentages of the total budget: Personnel and Other Operating Expenses 58.2%, Capital Expenses 37.1% and Debt Service 4.4%. \$12,953 or .3% of budget will be retained and deposited into the restricted capital reserve at September 30, 2021 in compliance with the City's Fund Balance Policy.

Operating expenses have decreased over FY 2019-2020 by \$546,837. This is primarily due to the completion of the Historic District water and sewer infrastructure improvement project.

Staff and City Council are both committed to continue the pursuit of additional revenue opportunities and reducing expenses in an effort to enhance the General Fund.

Tax Increment Financing District (CRA)

The proposed FY 2020-2021 Tax Increment Financing District (TIFD) budget is \$741,900, a 28% increase over FY 2019-2020. This is primarily due to an increase in funding from reserves for capital projects. The TIFD Fund operating budget consists of the following percentages of the total budget: Personal & Other Operating Expenses 14.6%, Capital Expenses 75.9% and Grants & Aid 9.5%.

Capital projects funded in the proposed budget are:

- DEO TAC grant \$35,000 with no City match. This will allow the City to work with a planner to prepare a Historic District Enhancement Plan. Staff is very excited by this grant as it aides in our efforts to move forward with redevelopment in our CRA area and can potentially help in meeting goals within the Economic Development Strategy.
- Marion County to construct a restroom facility at Blue Run Park. This project will be funded by Marion County and supplemental HUD grant funding. In FY 2016-2017 the City appropriated \$30,000 to this project. \$18,000 was spent in FY 2016-2017 and the balance of \$12,000 has been carried forward toward design and permitting.
- W. Pennsylvania Ave. Streetscape-PH II. This project is a continuation from FY 2018-2019 (PH I). The Irrigation system was installed in FY 2018-19, in FY 2019-20 landscaping has been completed and park benches are purchased and scheduled to be installed. PH II entertains the concept of intersection upgrades US41/CR484, gateway infrastructure and stamped brick concrete \$50,000.
- The design of the parking lot at Ernie Mills Park is substantially complete and construction in the amount of \$393,750 will be completed in FY2020-2021 • Economic development strategy goal #10 Wayfinding Signage \$25,000.
- Historic District gateway signs \$25,000.
- Ernie Mills beautification project \$10,000.
- 125th Anniversary Park - The project budget is \$47,507. Council has committed \$23,400 from CRA. The remaining project balance will be funded by donations. However, as a redesign is addressed, modifications may be necessary.

Other Highlights

- USDA grant for (3) patrol vehicles \$81,600 with City match of \$28,074
- FDLE Justice Assistance Grant \$7,000 with no City match for a desktop computer and 10 thermal patrol vehicle printers
- As a result of going out to bid for general liability, property, auto and worker's compensation insurances the City will realize a cost savings of \$25,624.
- Reduction in life and health insurance premiums \$3,984 • Second year of successfully funding Council contingency. \$49,483 to meet unanticipated expenses or to be transferred to capital reserve at year end.
- \$23,776 for a new part-time Police Officer
- \$14,560 for a new part-time Code Enforcement Officer. Transferred established funding from contractual services.
- \$20,655 employee performance based merit program
- \$10,800 laptops (2) and desktop PC's (5)

Staff has successfully acclimated to the operating adjustments and workload shift caused by multiple personnel reductions due to the transfer of Fire/Rescue services to Marion County and the sale of the City's water/sewer utility system. Council's participation, guidance and overall support of staff's efforts is greatly appreciated.

This concludes staff's presentation and review of prior year accomplishments and new fiscal year goals.

Respectfully submitted,
Jan Smith, Finance Officer”

Mayor Burns called for public comments. There were none.

Mayor Burns called for comments from Council.

Councilman White asked Mrs. Smith as to why/how the City’s income was down \$400,000+ but yet the expenses were down about that. He said it’s kind of a wash.

Mrs. Smith explained it is primarily due to the capital projects that were either postponed or moved forward into the fiscal year such as the parking lot and city beach parking project.

He asked questions regarding the historic district sewer project and the extra \$100,000+ required from the City for roads during the project. Mrs. Smith and Mr. Slattery answered his questions.

Councilman White engaged in lengthy discussion with Mrs. Smith regarding the proposed police building project and the cost of maintenance and utilities. Funding options were also discussed.

Council and staff engaged in lengthy discussion regarding the proposed police facility.

Mayor Burns gavelled down and stated, “It is now 6:43 p.m. and I close the public hearing held to discuss the proposed millage rate and 2020-2021 budget.”

Agenda Item No. 9 – Proposed Resolution #RES2020-15, Setting Tentative 2020 Tax Millage Rate

Vice-Mayor Hanchar moved Resolution #RES2020-15 be read into the record. Councilwoman Williams seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Ms. Roberts read the following resolution into the record:

“Resolution #RES2020-15

City Of Dunnellon

A Resolution Tentatively Setting the Tax Millage for the Year 2020

WHEREAS, the City Council for the City of Dunnellon met on September 14, 2020 at 5:30 p.m. at City Hall, 20750 River Dr., Dunnellon, FL 34431, to consider the tentative amount of the tax millage to be collected on all real and personal property in the City of Dunnellon, Florida for the year 2020; and

WHEREAS, the City Council has determined the tentative millage on all real and personal properties in the City of Dunnellon shall be set at 6.5000 mills which is 5.11% greater than the rolled-back rate of 6.1841 mills.

NOW, THEREFORE, be it resolved by the City Council for the City of Dunnellon, Florida that:

The tax millage on all real and personal properties in the City of Dunnellon for the year 2020 is tentatively set at 6.5000 mills.

Duly Adopted By The City Council At A Regular Meeting Held On The 14th Day Of September 2020.”

Mayor Burns asked for public comments.

Wally Dunn, 11386 SW Hendrix Drive, discussed the millage rate.

Vice-Mayor Hanchar moved Resolution #RES2020-15 setting the tentative 2020 tax millage at 6.5000 mills be approved as read. Councilman Dugan seconded the motion.

Councilman White discussed the 6.5% rate and said we are keeping it the same but the reality of it is that the millage applied to an appreciated piece of property means your tax will be higher.

Mayor Burns called for any additional public comments.

Kathy Dunn, 11386 SW Hendrix Drive, said she agrees trying to lower the taxes and trying to attract people to living within the City.

The vote was taken. The vote was 4-1 with Councilman White opposing.

Mayor Burns stated, “For the record, the tentative millage rate now adopted by the City Council is 5.11% greater than the rolled back rate of 6.1841.”

Agenda Item No. 10 – Proposed Resolution #RES2020-16 Setting the Tentative FY2020-2021 General Fund Budget

Councilwoman Williams moved Resolution #RES2020-16 be read into the record. Councilman Dugan seconded the motion.

Mayor Burns called for public comments. There were none.

Mayor Burns called for discussion.

Councilman White asked if salaries and operating expenses are included in the General Fund Budget of \$3,960,750.

Mrs. Smith replied yes.

Councilman White then asked what percent of the budget is salary and operating expenses.

Mrs. Smith replied 58.2% which includes professional services, contracts, etc. He then asked her to calculate how much is going toward salaries and benefits.

Mayor Burns called for a vote to read the resolution into the record. The vote was taken and all members were in favor. The vote was 5-0.

Ms. Roberts read the following into the record:

“RESOLUTION #RES2020-16

CITY OF DUNNELLON

A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR THE FISCAL YEAR
2020-2021

WHEREAS, the City Council for the City of Dunnellon met on September 14, 2020 at 5:30 p.m. at City Hall, 20750 River Dr., Dunnellon, FL 34431, to consider the adoption of a tentative budget for the fiscal year 2020-2021; and

WHEREAS, the City Council for the City of Dunnellon has determined that the budget will be \$3,960,750.00 for the City of Dunnellon.

NOW, THEREFORE, be it resolved by the City Council for the City of Dunnellon, Florida that:

The budget for the City of Dunnellon has been tentatively set for \$3,960,750.00

DULY ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON
THE 14th DAY OF SEPTEMBER 2020.”

Vice-Mayor Hanchar moved Resolution #RES2020-16 setting the tentative FY2020-2021 General Fund Budget in the amount to \$3,960,750.00 be approved as read. Councilman Dugan seconded the motion.

Councilman White asked the City Attorney a question for clarification. He stated he previously voted to oppose the millage rate; so, will it be inconsistent for him to vote in favor of a budget that might be factored into the millage.

Attorney Hand replied no due to the motions being separate items.

Mayor Burns called for a vote. The vote was taken and all members were in favor. The vote was 5-0.

Agenda Item No. 11 – Approval of Tentative Tax Increment Financing District Budget
Mayor Burns called for public comments. There were none.

Vice-Mayor Hanchar moved the tentative FY2020-2021 Tax Increment Financing District budget in the amount of \$741,900.00 be approved as presented. Councilman Dugan seconded the motion.

Mayor Burns called for comments from Council. There were none. The vote was taken and all members were in favor. The vote was 5-0.

Agenda Item No. 12 – Council’s Liaison Reports and Comments

Vice-Mayor Hanchar spoke to the upcoming FDOT turnpike connection meetings. The meetings will be held on September 22nd and 23rd. A Marion County Transportation Planning Organization meeting is scheduled at 4:00 p.m. on September 22nd.

Councilwoman Williams commented on the quoting of scripture and the topic of prayer. She would like for all, council members and residents to be able to offer prayer.

Councilman White recapped his comments from the workshop regarding:

- Speakers in the chamber and the need to have them looked into.
- Converting of audio into ADA compliance on website.
- The fencing on the bridge on CR484 over the Rainbow River.
- Council embracing participation by having public comments at the beginning of regular meetings. He would like to see same on workshop.

Councilman Dugan asked Mr. Slattery questions regarding the proposed fence on the bridge.

Mr. Slattery explained the fence would not go around entire DRA; it would be more of a barrier fence. He said he would need to research the City’s Code and bring options back to Council at a future meeting.

Mayor Burns reported on the positive feedback from Dunnellon’s small businesses regarding this year’s Christmas parade. The Christmas parade will be do-able this year but not the Christmas Celebration usually held at the baseball fields.

He thanked staff for their hard work in the budget preparation.

Agenda Item No. 13 - City Attorney’s Report

Attorney Hand addressed the comments regarding prayer. He said this was a hot topic a few years ago and he worked on heavily with other entities. He said he would be happy to share information with Mrs. Bowne for dissemination to Council.

Councilman White asked questions regarding the Attorney Hand’s report on the Code of Conduct and running a campaign.

Attorney Hand stated the Code of Conduct is created and enforced by City Council. Speech is protected outside of a meeting. The Council body determines if there is a violation. He said legally Council cannot take disciplinary action. He said the Code could be better written and clarified. It can also be discussed by City Council on how it will be interpreted.

Agenda Item No. 14 - City Administrator's Report

Mrs. Bowne provided an overview of the following report:

City Administrator Report 09/14/2020

City Clerk(HR)&City Administrator:

- Staff recommended to City Council volunteer Steve Lucini to serve on the Fire & Police Pension Board of trustees after many months of advertising and recruitment efforts.
- Staff working with health insurance benefit providers on virtual open enrollment process for employees.
- Staff has prepared a modified evaluation format for City Administrator that has been emailed to each Councilmember for completion.
- Six candidates successfully qualified for the 2020 election. Two each for each available seat.
- Completed bid process for property, casualty, liability and workers compensation insurances. City to realize a \$25,624 savings.
- In process of preparing second safety grant application to Preferred TIPS Program. Estimated award is \$840.00
- Marion County set dates for the Septic-to-Sewer study public outreach meetings. These meetings are for the County-wide study being conducting and will take place during the month of October in the Dunnellon area. The County is planning a meeting for the Dunnellon area. Two studies will be combined (the County-wide study and the Rainbow Springs Feasibility Study) into one meeting. A meeting will be held at the American Legion in Dunnellon on October 13th, 2020 at 6:00 pm.

Finance:

- At the workshop on September 9th Council was provided an update of changes made to the FY20/21 proposed budget that will be presented at the 1st public hearing on September 14th.
- Marion County has received approximately \$63M from the Federal Cares Act to be shared with Marion County municipalities for COVID-19 related expenses. We have received reimbursement in the amount of \$6,204.18 for operating expenses incurred through July 31st. We are required to submit payroll related expenses incurred through July 31st to the County no later than September 18th.

Police:

- Statistics report attached.

Community Development:

- Staff is continuing to working with the Planning Commission to draft various code updates regarding RV parks, solar energy facilities, etc.

- The IT department is working with Dell for configuring a new server that was budgeted for this fiscal year. Also upgrades to the WiFi system are forthcoming.
- The RFP submission for building inspection services will move from the approval phase at the 9/14 council meeting to the agreement phase with M.T. Causley.
- Technical Assistance grant application (TAC) was awarded by DEO and waiting on final DEO document.
- We are in preliminary review of one proposed residential dock permit application by Jim Gissy's engineer, Rodney Rogers. No permit has been issued and will not be until there is a thorough review by Community Development, City's planner and legal counsel indicates it must be permitted based on City's Code and is compliant with City Code.
- Staff continues updating several code-enforcement matters that are reflected on the monthly report.
- Staff is working with the Planning Commission on the Economic Development Strategy goals and the comprehensive plan redesign at their monthly meetings.
- The application for comp plan amendment and rezone from the First Baptist Church is under review pending traffic study, general site plan and survey.

Public Services:

- Dunnellon Heights: The road grading along with mowing and cleaning of the right of ways has been completed.
- Road resurfacing: As staff moves forward with the engineers seeking grants for the Oakwood project, we are having temporary repairs completed next week. Repairs will also be completed at the intersection of E. McKinney Avenue and Bostick Street.
- The Downtown CDBG project is very close to total completion. The engineers and contractors are working on a few remaining details that should be completed by the end of September.

August Police 2020 STATS

Persons Arrested	18
Felony	3
Misdemeanor	21
Warrants	0
DUI	0
Vehicle Stops	38
UTC	9
Domestic Violence	3
Part 1 Assigned	20
Part 1 Closed	15
FIVO	0

Long forms	72
Follow Ups	31
Bus – checks	638
Total calls assigned through dispatch	324
Clearance rate for August 2020	75%

Councilman White asked Mrs. Bowne questions regarding the Administrator’s Report. She provided answers to his questions.

Agenda Item No. 15 – Adjourn

At approximately 7:53 p.m. Vice-Mayor Hanchar moved the September 14, 2020 City Council meeting be adjourned. Councilwoman Williams seconded. The vote was taken and all members voted in favor. The motion passed 5-0.

Attest:

Amanda Roberts, CMC
City Clerk

Valerie Hanchar, Vice-Mayor