

**City of Dunnellon  
Joint Special CRA and City Council Meeting**

**Communications Technology Media (CTM) Zoom Meeting**

**<https://dunnellon.zoom.us/j/98565247986?pwd=dGYrVmxBRDIVWDY1R29ScDVrQ>**

Webinar ID: 985 6524 7986

Date: September 28, 2020

Time: 5:30 p.m.

Place: City Hall, with Social Distancing Modifications  
20750 River Dr., Dunnellon, FL 34431

**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. Pastor Tom Welch provided the invocation.

**Roll Call**

The following members answered present at 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

Mandy Roberts, City Clerk

Chief Mike McQuaig, Police Department

Troy Slattery, Public Works Department

Jan Smith, Finance Department

Lonnie Smith, Community Development

Lynn Wyland, Clerk's Department

**Legal Counsel Participating by Zoom Meeting Platform**

Andrew Hand,

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

**Proof of Publication**

Ms. Roberts announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Monday, September 21, 2020. Agenda amended on September 24<sup>th</sup> to add backup to items #7, #8 and #11.

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

**Council's Comments Regarding Agenda**

There were none.

**Public Comments on Non-agenda Items**

Public comments were received as follows:

Wally Dunn, 11386 SW Hendrix Drive, spoke to the services the City provides to the residents. He commented 58% of the budget is personnel and overhead costs. He expressed the need to reduce the overhead cost.

Art Fisher, 11897 Ohio Street, spoke to the current election and campaigning. He expressed the lack of integrity, character and judgement. He provided a handout to Council.

William Ogle, owner of the plaza in the Granada area spoke of a zoning change to his property that should have been changed years ago. Mr. Ogle said Lonnie Smith was very professional and courteous throughout the process. He commented Lonnie was very helpful and does his job well.

Pastor Russ Randall, First Baptist Church, agreed with what Mr. Fisher said regarding the election. He also commented on the group PAC (Political Action Committee) in Tallahassee being involved in the local election. He said Lonnie Smith has done his job well and he appreciates the city staff.

Larry Winkler, 19948 Burkett Road, spoke to Mr. Ogle's comments regarding Lonnie Smith and said he values Mr. Ogle's opinion. He commented on sixteen (16) missing campaign signs.

Dusty Walters, 20201 Quail Run Drive, did not speak.

Ms. Roberts read into the record an email from Ron and Lynne McAndrew:

"I'd like it to be on record that the city taxpayers are in full support of our city staff. These individuals have stood by our city through the good, the bad and the ugly. Just to name a few, Dawn Bowne has served the City of Dunnellon for 34 years. She started out in the public works department in 1986 and has served with fidelity to our City all of these years. Her expertise is invaluable. Mandy Roberts has also been as equally committed to our city for the past 20 years and Lonnie Smith has been with us for the past 9 years while being the manager over three different departments (Community Development Manager, IT Manager, and the CRA Manager). These are just a few of the many exceptional people we have working for our City. They work tirelessly and with commitment to doing their jobs to the best of their abilities.

I'd also like to note that a letter circulating has a lot of misleading information. The numbers that were portrayed include the benefits, such as the social security, sick, vacation and health insurance; not the net pay or their salary, what they actually take home. That is comparing apples to oranges.

Ron & Lynne McAndrew  
20390 The Granada  
Dunnellon, FL 34432"

Andy Arevalo, 11928 N. Williams Street, said it's very upsetting what Mr. Winkler has said regarding the signs. He said he will be moving his cameras. He spoke of Dawn Bowne and

Lonnie Smith's time and long hours they spend working. He said staff is amazing. Mr. Arevalo offered his time to help the City.

David Lancaster, 11906 Walden Lane, addressed some letters and communications regarding the city staff. As neighbors, he said we need to support all and have a civil conversation. He said he has been on the Planning Commission since March and he has come to know this staff and said they work so hard and are genuine in their efforts.

Wendy Sams, 11580 Camp Drive, said she listened to a Dunnellon City Council meeting on the radio. She wanted to remind all to be civil to each other and encouraged all to have an open mind. She said as a Council, she was not impressed. The public has a right to know a variety of opinions. She spoke to a number of purchases the City has made and felt they were not the best and the residents will be paying for a number of years.

Keith Baxter 11855 E. Blue Cove Drive, said he wrote the letter that was sent to Dunnellon residents and stands behind everything in it. He has documentation and facts for everything in the flyer/letter and can show. He said let's not criticize people who ask questions.

Juliane Mendonca, 11894 E. Blue Cove Drive, commented on the flyer/letter. She also spoke regarding ethics and public comments.

Brenda D'Arville, 11661 Camp Drive, said she also received the anonymous flyer/letter, but was glad Keith Baxter admitted to writing it. She said as Chair of the Planning Commission, she has never seen such a hard-willing staff and the professional due diligence of staff. She said we need to work together.

Jan Cubbage, 18255 SW 484 Highway, spoke to her comments made in the paper regarding the purchase of Souls Harbor Church. She said Chief McQuaig provided her a tour of the current police facility and she agrees the building is not healthy. She spoke to the five (5) year plan and said to keep the city rolling will need to tighten up the belt.

Jason Peterson, 11330 Rolling Hills Road, commented on his experience working with staff. He said anyone criticizing staff has probably not worked with them. He said they do a great job and are probably over qualified.

Dominic Battista, 19860 SW 93<sup>rd</sup> Lane, attending by Zoom. His comments were interrupted due to technical difficulty. Mr. Battista will respond by email for comments to be added to the record.

- Comments received from "Dominic Battista, 19860 SW 93<sup>rd</sup> Lane; 630-486-9737; dfbattista@gmail.com:
- To: Dunnellon City Council and Staff,

I was completely frustrated at the continued political donnybrook that I have witnessed over the course of 3 months, witness to Riverland News articles and flyer campaigns from sources outside the city. My comments were interrupted by a technical difficulty which is probably

just as well. My emotions got the best of me and now my cooler head can prevail. The pure ugliness on social media is appalling and quite frankly not surprising. The amount of new residents inside and outside the city are being fed a narrative that lacks complete facts. In the 2020 environment many folks are just headline readers and public opinion can easily be captured.

Many folks I have spoken to over the years never have taken my advice.

“If you want to understand Dunnellon you need research the history of the town.”

I was given that advice 7 years ago and probably know more about the trials and tribulations of Dunnellon than most likely many settler family members. Since the Air Force abandoned the airport in 1946, Dunnellon has been on life support. An interesting timeline with many individual agendas clashing in circles getting really nothing accomplished. Drive through town on 41, it speaks volumes. North of Powell Road is very viable. The big box stores created that viability. The city benefits from those dollars. South of Powell Road is a sad reminder of unrealized progress and new visions of the past. A recent guest column in the Riverland News speaking of a NEW VISION for Dunnellon. That just falls into another agenda based circle that can be seen in the historical timeline of the city. Over the last 14 years that plug keeping the city on life support slowly gets kicked out of the wall. Granted the city appears stable at the moment, yet for how long.

I do have one recommendation. If no other critical city business needs to be accomplished, meetings should be canceled until the election. Time to just drop the gloves and shake the stink out. Then move forward and heal. There are some very deep wounds here sadly.

At the end of the day no one should live in the past, just learn from it. The learning is as simple as looking through the city website archives. Also almost every newspaper in the State of Florida archives. You can certainly find some very interesting information in those archives. Without making this a 20 page email. I have compiled 3 banker boxes of historical documents along with 1,000s of digital ones. All are welcome to contact me with any questions or comments.

My phone number is included as well as my email address.

Thank you for your time.”

**Agenda Item No. 1 – Public Hearing**

Ms. Roberts read the following statement into the record:

*“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. 2 – Public Hearing On 2020 Final Millage Rate and Final Budget For The City Of Dunnellon For The 2020-2021 Budget Year (Advertised On The City's Website On 9/21/2020 And In The Riverland News 9/24/2020)**

Mayor Burns stated, “This is a public hearing on the final millage rate and final budget for the City of Dunnellon for the 2020-2021 budget year.

The final millage rate for the City of Dunnellon is 6.5000, which is 5.11% greater than the rolled back rate of 6.1841. The final budget proposed is \$ 3,960,750.”

Mayor Burns gaveled down and said, “It is now 6:17 p.m. and I close the regular meeting and 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. Bowne distributed and provided an overview of the following document from the city’s auditor:

“Powell & Jones  
Certified Public Accountants

Richard C. Powell, Jr. CPA  
Marian Jones Powell, CPA

1359 S.W. Main Blvd.  
Lake City, Florida 32025  
386/755-4200  
Fax: 386/719-5504

September 28, 2020

Ms. Dawn Bowne  
City Administrator  
City of Dunnellon  
20750 River Drive  
Dunnellon, Florida 34431

Dear Ms. Bowne,

You have requested that I provide information regarding changes in the City's financial position and reserves over the past five years. The following information has been excerpted from the audited financial reports of the City for the fiscal years ended September 30, 2014 and 2019:

	<u>2014</u>	<u>2019</u>	Increase (Decrease)
Total debt	<u>\$17,013,125</u>	<u>\$2,803,552</u>	<u>\$ (14,209,573)</u>
Total reserves			
Restricted	\$5,093,777	\$2,464,094	\$ (2,629,683)
Unrestricted	<u>72,484</u>	<u>3,437,067</u>	<u>3,364,583</u>
	<u>\$5,166,261</u>	<u>\$5,901,161</u>	<u>\$ 734,900</u>
Excess of revenues over (under)			
Expenditures:			
Governmental funds	\$292,060	\$ 238,906	\$ (53,154)
Enterprise funds	<u>(514,200)</u>	<u>16,259</u>	<u>530,459</u>
	<u>\$(222,140)</u>	<u>\$ 255,165</u>	<u>\$ 477,305</u>

Based on this selection information, it is clear that over the past five years the City has substantially reduced its debt, and increased its total reserves by \$734,900 including unrestricted reserves increasing by \$3,364,583. The City has also eliminated its operating loss of \$222,140 in 2014 and posted an operating gain of \$255,665 in 2019. It is my opinion that those noted improvements are a result of the City selling its utility operations and assets together with effectively managing its overall operations on an annual basis.

You also asked my opinion regarding the City maintaining the current millage rate, as opposed to lowering it to the rolled-back rate or another lower rate. I believe that the City should maintain the current rate so that any additional revenue received could offset some of the inflation in expenses the City is experiencing.

Please let me know if you need any additional information.

Sincerely,  
 Richard C. Powell, CPA  
 RCP/erh

Florida Institute of Certified Public Accountants – American Institute of Certified Public Accountants.”

Mrs. Smith distributed a spreadsheet to council members. She reviewed the spreadsheet which compared the proposed millage rate, services and revenues to surrounding municipalities. She noted the property values. She said smaller cities are not going back to the roll back rate.

Mrs. Smith reviewed following Budget Message:

“Budget Message

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 30<sup>th</sup> 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 as defined in the City's Fund Balance Policy #RES2019-10. Some balances are statutorily restricted and others are restricted by Council. See Balances under Cash Reserve tab.

#### 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. A portion of 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. Part of the building will be used as a community hall for use by the public. This is valued at approximately \$50,000. A portion of the parking area will also be dedicated for community use. This area is valued at approximately \$150,000.



- 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 19<sup>th</sup> 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.

- 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
  - 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 8<sup>th</sup>, July 22<sup>nd</sup> and August 19<sup>th</sup>. Two public hearings with regard to the millage rate and the budget will be held on September 14<sup>th</sup> and September 28<sup>th</sup> 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 1). 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.
- Building inspection services contract successfully renegotiated from a flat fee based to hourly contract. Estimated savings for FY2020-21 is \$32,478
- \$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

Mrs. Smith stated a question was asked at the last hearing as to what portion of Personnel Expenses equates to personnel. She said personnel makes up 33.7%, of the General Fund Budget. Other Operating Expenses equate to 24.5%. She explained expenses are not strictly overhead; its professional services, as well as advertising.

Mrs. Bowne commented on trying to do a comparison to other neighboring municipalities regarding their Personnel Expenses. She said a fair comparison could not be made due to identifying what other positions are included in their personnel. She noted Williston contracts out their finance so it is included in their Operating Expenses. Dunnellon sits at 33.7% most cities were at 35%.

Mrs. Bowne discussed the budget format. She has been working with Mrs. Smith to make it more user friendly. She read positive feedback she received from Louise Kenny regarding the budget message.

Councilman White requested the public be permitted to provide public comments on two separate issues; the proposed millage rate and the General Fund Budget after Chief McQuaig's presentation. Council agreed.

Chief McQuaig provided a presentation on the proposed police facility. He explained the project will be completed in three phases within a five (5) year plan. The first phase will be the expenses and acquisition of the building. The second phase will be the remodeling of the building. The final phase will consist of fencing, landscaping and parking lot. He explained the five (5) year plan is to complete the whole property including the parking lots, the DRA and the building to house their equipment. He said the building will be operational long before the completion of the final phase and his department will be able to move in. The facility will be used for three purposes. A facility for the police department, community hall for the citizens and public parking for the City. Chief McQuaig proposed the community center be named after Linda Fernandez who was instrumental in putting a new police facility back on the table. He reviewed options to pay for the facility that will not deplete reserves. He emphasized that the new facility will not affect Dunnellon taxpayers.

A question was asked by a citizen regarding the cost per square foot vs. new. Chief McQuaig answered their question.

Larry Winkler, 19948 Burkett Road, spoke to the number of officers Dunnellon had fifteen (15) years ago vs. today.

Mayor Burns called upon members of the public wishing to address the City Council on either the proposed millage rate or budget.

Public comments were received from the following:

- Wally Dunn, 11386 SW Hendrix Drive, opposed the millage rate.
- Andy Arevalo, 11928 N. Williams Street, supports the millage rate.
- Mark Wickham, 20363, The Granada, opposed the millage rate.
- Annette Stutzman, 204 SW 192<sup>nd</sup> Court, opposed the millage rate.

Ms. Robert's played audio comments received by from former Vice-Mayor Rick Hancock.

Councilman White demanded Ms. Roberts stop the recording. He said no person should be pointed out.

Rick Hancock comments received by email to be entered into the record:

"Hello Council

Rick Hancock  
11551 Camp Drive  
Dunnellon Taxpayer

I want to commend Council and staff for providing another balanced budget that carries on the financial progress the city has made over the last half dozen years.

You are doing the right things in the right way, thank you!

The notion of rolling back the tax millage rate is a bad idea. Following this path would be like digging a slow hole to bankruptcy in my opinion.

Candidate Bill White has been proudly telling folks that he's the only one who voted against keeping the millage rate the same. Well, if I'm not mistaken, Bill White is the only current councilperson who's had a company file for bankruptcy too!

If so, why in the world would you take any financial advice from Bill White? He also seems to be getting his advice from a retired tax accountant. In my view, tax accountants are just bean counters; they don't make financial decisions. They just push paper for the people that do.

Council should be relying on your financial experts. Your finance director and the professional city auditors who serve cities all across the state. You should be following their advice on matters like this.

I believe they would tell you that rolling back the tax rate is not a prudent thing to do for the citizens of Dunnellon.

Councilman White seems more concerned with making political points than serving the greater good of the city of Dunnellon.

I'm relying on the rest of this council to do the right thing, and approve this budget that best serves the needs of the city of Dunnellon.

Thank you!"

Mayor Burns called for any additional public comments on the budget.

Public comments were received from the following:

- Wally Dunn, 11386 SW Hendrix Drive, opposed the millage rate.
- Andy Arevalo, 11928 N. Williams Street, supported the millage rate.
- Annette Stutzman, 204 SW 192<sup>nd</sup> Court, opposed the millage rate.
- Mary Ann Hilton, 12078 Palmetto Court, opposed the millage rate.

Mayor Burns called for any council discussion on the 2020-2021 budgets.

Councilman Dugan said when doing a budget you have to anticipate in the projected year there are going to be some unknowns. He said we need to have the reserves and we are in unchartered times. It's better to prepare.

Vice-Mayor Hanchar, thanked staff for having the budget easy to understand. She said the County raised the values of all our property, not the City. Sale prices have gone up while we have stayed conservative.

Councilman White said a vote was taken at the last meeting for the millage and the vote was 4-1 with him opposing. He said taxes have increased in two (2) consecutive years. Businesses and people are hurting during this pandemic. He said this is unusual times right now. For us not to realize that increasing people's taxes right now when they are hurting the most is very insensitive. He recommended going to the rollback rate at 6.1 and keeping the taxes the same.

Mayor Burns said last year as a group, we lowered our City Beach fees. The fees went from \$4.00 to \$2.00 for non-residents. We lost double of what we did before. This city serves not just the local residents but a number of people all around. He spoke of the service our police department provides. Approximately 71,000 people come through our town.

Mayor Burns gaveled down and said, "It is now 8:20 p.m. and I close the public hearing held to discuss the proposed millage rate and 2020-2021 budget and reopen the regular council meeting."

**Agenda Item No. 3 – Proposed Resolution #RES2020-18, Setting Final 2020 Tax Millage Rate**

Mayor Burns called for public comments. There were none.

Mayor Burns called for a motion to read Resolution #RES2020-18 into the record.

Vice-Mayor Hanchar moved Resolution #RES2020-18 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 into the record:

**“Resolution #RES2020-18**

A Resolution Of The City Council Of The City Of Dunnellon, Florida, Adopting The Final Millage Rate For The City Of Dunnellon For The Fiscal Year Commencing October 1, 2020 And Ending On September 30, 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 Drive, Dunnellon, Florida, 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 in the amount of 6.5000 mills; and

WHEREAS, the City Council of the City of Dunnellon, Florida does hereby adopt its final millage rate of 6.5000 mills to be levied for the General Fund upon all real and tangible personal property located within the boundaries of the above named taxing authority; and

WHEREAS, the final levy of 6.5000 mills is 5.11% greater than the rolled-back rate of 6.1841 mills; and

WHEREAS, the final millage rate of 6.5000 is for the calendar year 2020 to fund the expenses for the fiscal year commencing October 1, 2020 and ending September 30, 2021.”

Mayor Burns asked if there is a motion to adopt Resolution #RES2020-18 setting the final millage rate of 6.5000 for the year 2020-2021.

Councilman Dugan moved Resolution #RES2020-18, setting the final 2020 tax millage at 6.5000 mills be approved as read. Councilwoman Williams seconded the motion. The vote was taken. The vote was 4-1 with Councilman White opposing.

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

The Mayor called for a ten (10) minute adjournment.  
The meeting reconvened at 8:40 p.m.

He then gavelled down and said, “It is now 8:40 p.m. and I close the City Council meeting and open the Special CRA meeting.”

**Agenda Item No. 4 – Proposed Resolution #RES2020-17, Adopting A Budget For The City Of Dunnellon Community Redevelopment Agency For Fiscal Year 2020-2021**

Mayor Burns called for public comments. There were none.

He then called for a motion to read Resolution #RES2020-17 into the record.

Councilwoman Williams moved Resolution #RES2020-17 be read into the record. Vice-Mayor Hanchar seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.



Ms. Robert's read the following into the record:

**“Resolution #RES2020-17**

A Resolution Of The City Of Dunnellon Community Redevelopment Agency; Adopting A Budget For The City Of Dunnellon Community Redevelopment Agency For Fiscal Year 2020-2021; Providing For Repeal Of Prior Inconsistent Resolutions; Providing For Severability; Providing For An Effective Date.

WHEREAS, the City Council of the City of Dunnellon, Florida adopted Ordinance No. 2000-03 creating the City of Dunnellon Community Redevelopment Agency (“CRA”) pursuant to Part III, Chapter 163, Florida Statutes; and

WHEREAS, the CRA is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act of 1989 (“Act”); and

WHEREAS, the Act requires all special districts, including dependent special districts such as the CRA, to adopt a budget for each fiscal year by resolution; and

WHEREAS, the City of Dunnellon Community Redevelopment Agency desires to comply with the requirement of the Act and takes this action in order to do so;

Section 1. Recitals. The foregoing recitals are deemed true and correct and are hereby fully incorporated herein by this reference and are deemed a material part of this Resolution.

Section 2. Adoption of the Budget. The Board Members of the City of Dunnellon Community Redevelopment Agency do hereby approve and adopt a budget attached hereto as Exhibit “A” for the CRA for Fiscal Year 2020-2021; beginning October 1, 2020 and ending September 30, 2021.

Section 3. Repeal of Prior Inconsistent Resolutions. All prior resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

Section 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

Section 5. Effective Date. This resolution shall become effective immediately upon adoption by the Board Members of the City of Dunnellon Community Redevelopment Agency.”

Mayor Burns called for a motion to adopt Resolution #RES2020-17 adopting the CRA Budget in the amount of \$ 741,900.00 for the City of Dunnellon as proposed for the 2020-2021 fiscal year.

Vice-Mayor Hanchar moved Resolution #RES2020-17 adopting the CRA budget in the amount of \$741,900.00 be approved. Councilman Dugan seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Mayor Burns gavelled down and said, "It is now 8:44 p.m. and I close Special CRA meeting and reopened the Special City Council meeting."

**Agenda Item No. 5 – Proposed Resolution #RES2020-19 Adopting The Final FY2020-2021 General Fund Budget**

Mayor Burns called for public comments. There were none.

Mayor Burns called for a motion to read Resolution #RES2020-19 into the record.

Councilman Dugan moved Resolution #RES2020-19 be read into the record. Vice-Mayor Hanchar seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Ms. Roberts read the following into the record:

**“Resolution #RES2020-19**

A Resolution Adopting the Budget for the City Of Dunnellon For The Fiscal Year Commencing On October 1, 2020 And Ending On September 30, 2021.

Now Therefore, Be It Resolved By The City Council Of The City Of Dunnellon, Florida That:

The proposed expenditures in the final budget are \$3,960,750.00. The budget is based upon taxable value of real property of \$164,152,300.00, personal property of \$21,988,131.00, centrally assessed property of \$232,309.00 and anticipated non ad valorem revenues of \$2,594,787.00.

The final budget is approved and shall become effective at the beginning of the 2020-2021 fiscal year, and the taxing authority funds may be expended commencing on October 1, 2020 and ending on September 30, 2021.

Funds of the 2020-2021 final budget not expended during the fiscal year 2020-2021 may be used and expended during subsequent fiscal year(s).”

Mayor Burns called for a motion to adopt Resolution #RES2020-19 setting the final General Fund Budget in the amount of \$3,960,750.00 for the City of Dunnellon as proposed for the 2020-2021 fiscal year.

Councilman Williams moved Resolution #RES2020-19 adopting the final FY2020-2021 General Fund budget in the amount of \$3,960,750.00 be approved. Councilman Dugan seconded the motion.

Mayor Burns called for discussion.

Councilman White asked Mrs. Smith if the \$1 million from the sale of Greenlight was reflected anywhere. Mrs. Smith replied the funds were never received.

Councilman White asked if the merit pay raises are determined by the City Administrator.

Mrs. Smith replied they are determined by performance evaluations completed by the department heads.

Councilman White then said the City Administrator's merit pay is something that Council determines based on the evaluation. He asked if the City Administrator will be eligible again next year for another merit pay raise.

Mrs. Smith replied yes, it is in the budget for all employees.

Councilman White spoke of ecotourism and asked how much was budgeted for Parks & Recreation.

Mrs. Smith replied \$82,298.

Councilman White engaged in discussion with Mrs. Smith regarding the deteriorating roads within the City. He asked how much is earmarked for roads.

Mrs. Smith said \$588,000 for road repair and rehabilitation. The road and street department budget is \$1.7 million which includes personnel, operating and capital.

Councilman White asked several questions with regard to \$900,000 unrestricted funds. Additionally, he questioned Mrs. Smith about the \$325,000 for the proposed police facility. Mrs. Smith answered his questions.

Council and staff engaged in brief discussion of the breakdown of the road and streets department budget and provided comments.

There being no further discussion, Mayor Burns called for a vote. The vote was taken and all members were in favor. The vote was 5-0.

**Agenda Item No. 6 – Approval of Final Tax Increment Financing District Budget**

Mayor Burns called for public comments. There were none.

Mayor Burns called for a motion to adopt the final Tax Increment financing District Budget in the amount of \$741,900.00.

Vice-Mayor Hanchar moved the final FY2020-2021 Tax Increment financing District Budget in the amount of \$741,900 be approved. Councilman Dugan seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

**Agenda Item No. 7 – Proposed Resolution #RES2020-22, Amending City's Fund Balance Policy, To Add An Additional Capital Reserve Titled Capital Infrastructure Improvements And Creating Minimum Balance Requirements (Backup Added)**

Mayor Burns called for public comments. There were none.

Councilman Dugan moved Resolution #RES2020-22 be read by title only. 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 into the record:

**“Resolution #RES2020-22**

A Resolution Of The City Council Of The City Of Dunnellon, Florida Amending The City’s Fund Balance Policy By Adding An Unassigned Fund Balance Reserve Titled “Emergency Reserve”; Defining “Emergency”; Recognizing And Defining A Category Of Assigned Fund Balance Reserve Entitled “General Fund Capital Replacement Reserve Equity”; Adding A New Assigned Fund Balance Reserve Titled “Capital Infrastructure Improvements” And Creating Minimum Balances And Procedures For Use Of Same; Providing For Conflicts, Severability And An Effective Date.”

Councilman Dugan moved Resolution #RES2020-22 be approved. Vice-Mayor Hanchar seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

**Agenda Item No. 8 – Proposed Resolution #RES2020-20, Dedicating Unassigned Fund Balance For Emergency**

Mayor Burns called for public comments. There were none.

Councilman Dugan moved Resolution #RES2020-20 be read by title only. 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 into the record:

**“Resolution #Res2020-20**

A Resolution of the City Of Dunnellon, Designating Funds Required By The City’s Fund Balance Policy For Emergencies; Transferring \$624,806 To The Unassigned Emergency Reserve; Transferring \$2,105,187 Into The Assigned General Fund Reserve Titled “Capital Infrastructure Improvements”; And Providing An Effective Date.”

Councilman Dugan moved Resolution #RES2020-20 be approved. Vice-Mayor Hanchar seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

**Agenda Item No. 9 – Proposed Resolution #RES2020-21, Personnel Manual Amendment - Pay Classification Plan**

Mayor Burns called for public comments. There were none.

Vice-Mayor Hanchar moved Resolution #RES2020-21 be read by title only. 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 into the record:

**“Resolution #RES2020-21**

A Resolution By The City Council Of The City Of Dunnellon Adopting Personnel Manual Amendments And Changes To Article X, Section 6.1 Pay And Classification Plan And Providing For An Effective Date.”

Vice-Mayor Hanchar moved Resolution #RES2020-21 be approved. Councilman Dugan seconded the motion.

Councilman White asked who is impacted by this.

Ms. Roberts explained this is a result of the pay study by Cody & Associates. They identified that our officers were underpaid, a few service workers and a few lower level administrative clerks. This will be effective 10/01/2020.

Councilman White engaged in lengthy discussion with staff and asked several questions. Ms. Roberts and Mrs. Bowne provided answers to his questions.

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

**Agenda Item No. 10 – Proposed Resolution #RES2020-12, Cemetery Fees**

Mayor Burns called for public comments. There were none.

Councilwoman Williams moved Resolution #RES2020-12 be read by title only. Councilman Dugan seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Councilman White asked staff questions regarding Belleview Cemetery fees. Staff answered his questions.

Ms. Roberts read the following into the record:

**“Resolution #RES2020-12**

A Resolution Of The City Of Dunnellon, Florida, Amending Cemetery Fees, Including Opening And Closing Costs, Interment Rights, Processing/Administrative Fee And Transfer Fee; And Providing An Effective Date.”

Councilman Dugan moved Resolution #RES2020-12 be approved. Vice-Mayor Dugan seconded the motion. The vote was taken and all members were in favor. The vote was 5-0.

Attorney Hand left the meeting at 9:42 p.m.

**Agenda Item No. 11 – City Administrator Annual Evaluation (Backup Added)**

Councilwoman Williams moved the 2020 City Administrator evaluation be approved. Councilman Dugan seconded the motion.

Mayor Burns called for public comments. There were none.

He then called for Council comments.

Councilman White commented on the current condition of the economy and the hardship the residents are going through. He noted that few City employees live within the City. He said he felt uncomfortable giving a 3% pay raise at this time.

Councilman Dugan commented on the experience of staff and their help. He said he has never seen such a dedicated staff.

Councilwoman Williams said based on what she has been reading, the economy was showing signs in August that it is recovering.

Vice-Mayor Hanchar noted that staff volunteers at events within the City Limits. She said Mrs. Bowne and staff have not had a raise in four years. She said staff does a good job and are appreciated.

Mayor Burns spoke of the COVID pandemic and how staff continued to keep the City running. He said what we are as a City is reflected in our leadership.

Mayor Burns called for a vote. The vote was 4-1 with Councilman White opposing.

**Council Comments.**

Councilman White commented on the Chamber’s speaker system. He commented on visiting the City Beach yesterday (Sunday) and there was nobody there collecting money and on Rick Hancock’s audio comments.

**City Administrator comments**

Mrs. Bowne addressed the anonymous letter that was sent to the residents of Dunnellon regarding Community Development Manager, Lonnie Smith.

She said the letter reflected that she put Mr. Smith in that position. She said that is not true. When she was appointed in 2016, Mr. Smith was already in the position well over a year and a half. He was originally hired for a Greenlight Network Administrator position which was advertised in Marion, Alachua and Citrus Counties beginning March 4, 2012. The pay range was \$38,210 - \$57,315.

After the sale of Greenlight, current Community Development manager was temporarily managing the City Hall servers/IT and entire City VOIP phone system as Greenlight had taken over management of these areas as part of their operations. On 10/10/2014, as part of the budget approval process, he was provided an amended job description and reduced salary to \$55,000 to maintain employment as the City's Information Technology Administrator.

A previous Community Development manager terminated employment in April 2013 during the transition of City Managers. The newly appointed City Manager had been temporarily managing this department while seeking a replacement. Advertisements in Marion County, Citrus County, FCCMA, FLOC and APA for a Community Development Manager were placed.

After repeated attempts by the City Manager at that time to fill the position of Community Development Manager, Councilman Chuck Dillon recommended the position of IT be merged with Community Development (planning/zoning/permitting), Code Enforcement and CRA into one management role saving the City a significant amount of City money that would otherwise be needed to hire a full-time Community Development manager/planner. (Outside IT support ran the City an average of approximately \$43,000 annually in prior years.) Additionally, he administrated and attended all Planning Commission meetings, Historic Board meetings, Tree Board & CRA Advisory Meetings, CRA Meetings and City Council workshop and regular meetings as needed. Planning consultant resources were to be made available to him as needed. Merging areas of responsibility in small cities is not an unusual approach when a capable and dedicated human resource presents itself. So, for approximately \$12,000 more per year, than already being spent in IT, the City was able to gain a professional manager of community development handling IT onsite and all the above.

In March of 2015, Mr. Smith accepted the challenge and stepped up to help the City through a time of need when the City was becoming derelict in its Community Development duties. He handled all of the previously mentioned areas of responsibilities for no additional salary for almost three years while working an average of ninety point five (90.5) hours per bi-weekly pay period as an exempt employee versus eighty (80) hours. This means based on the hourly rate calculated using actual number of hours worked it equates to annual base salary of approximately \$48,600.

As part of the 2017/2018 FY budget process a few inequities were corrected as part of the approved salary plan. A salary survey was performed and recommendations were made by the HR Manager/City Clerk. Based on performance, time in position and inequities in salary,

the City Administrator and City Council supported an adjustment to the Community Development Manager pay to be reflective of the job responsibilities being performed and consistent with salary survey results/recommendation by HR. Community Development manager's salary was adjusted from \$55,000 to \$64,124. The job tasks continued to require an average of 92 hours per pay period in order to address many of the inherited departmental problems and new challenges. Based on hours it required to accomplish the goals/objective again this would equate to approximately \$55,744 annual base salary. His salary remains the same today as adjusted in the 17/18 FY Budget.

Mrs. Bowne reviewed Mr. Smith's achievements:

- 4 DEO grants obtained totaling \$174,000 whereby current Community Development manager directed/managed the day to day scope of services since appointed to this position in 2015. This covered almost three years of his base salary.
- Management and overseeing extensive Land Development Code updates.
- Installation/training on new building permitting, Code Enforcement & Central Property File software.
- Analyzed and recommended amended permitting fee schedule in comparison to other entities.
- MS4 FDEP Regulatory Compliance in the areas of permitting and community development and overseeing the creation of the Stormwater and Illicit Discharge Ordinance.
- Complete installation of new city servers and desktop stations in 2015/2016 and preparing for another update as hardware is beyond 5 years and exceeding support by manufacture.
- Created policies and procedures for Council's approval in order to implement a grant program where funds can be awarded to property owners within the CRA District for assistance with their rehabilitation expenses. Manages same.
- TPO Technical Advisory Committee participant.
- Preplanning, presentation and permitting of W. Pennsylvania Streetscape improvements. Will be managing phase two.
- Restructuring of building permitting services contract resulting in reduced expenses and additional revenue to the City of approximately \$32,478.
- Presentation and updating Comp Plan Aquifer Element/applicable wellhead protection LDRs that had negative impact on approximately 192 parcels creating a non-conforming status. 12% of parcels in the City.
- Completed development review and presentation of Publix Development.
- Worked with consultant on behalf of the City to create the Economic Development Strategy.
- Producing the City's first GIS Interactive Mapping Software accessible through the City's website.
- Lead the City through creating the IT aspect of implementing the Zoom technology for remote City Meeting.



- Fully processed the City zoning change for the new police department property.
- Fully processed the Comp Plan Change prohibiting toll roads in the timeline requested by Council.
- Oversees the processing of all property related applications, example.: zoning, land use, special exception, etc.
- Oversees all Code Enforcement complaints and has successfully resolved numerous controversial violations by gaining compliance. Example: Code issues related to Swampy's/tubing.
- Pass-through Fee Ordinance to improve the way we handle development charges for services.
- Converted the City Boards to electronic meeting backup reducing the City's cost in producing paper agenda's and backup.
- Excellent results and feedback on customer service satisfaction survey taken in 2018 with regard to Building Department operations.
- Recommending to the Planning Commission and City Council options to recognize and allow large property owners to request by Special Exception the ability to use their agricultural properties for solar farm operations benefiting the community by lowering energy costs and increasing the City's taxable property value.

Mrs. Bowne said there is much to learn that was not represented in the letter and some of which that was represented incorrectly.

Mrs. Bowne reviewed the accomplishments of the City of Dunnellon City Council and Staff within the last five years:

- Reduced Millage from 7.50 to 6.50.
- Reduced debt by 87.7% percent since 2014.
- 2.1 million interest free debt to be paid in full within 12 years.
- Increased total reserves to \$5,560,187.
- Balanced budget each year without using reserves for operational expenses.
- Implemented a Fund Balance Policy, creating minimum reserve balances, minimum of three months emergency reserves and procedures for securing and spending capital reserves.
- Negotiated improved professional and expert oversight and maintenance over City's water/sewer utility, freezing rates for 3 years avoiding a 17% fee increase.
- Increased the level of service of Fire/Rescue from Basic Life Support to Advanced Life Support while keeping the response location within the City.
- Saved approximately \$446,897 in salaries through a City restructuring of services and downsizing management and administrative staff by more than 50%.
- City efforts lead to a reduction of tubes along the Rainbow River from 1100 to 350 per day or 70%.

- Acquired \$5,000,000 in FDEP grant funds to decommission a failing Rainbow Springs Wastewater Treatment Plant and allow for the removal of septic tanks along 180<sup>th</sup> Avenue Road.
- Acquired \$285,000 in Stormwater grant funds from SWFWMD to inventory infrastructure and identify potential projects to eliminate flooding and contamination of the rivers.
- Acquired \$950,000 in CDBG grant funds for replacement of 100 year-old water lines and a new lift station.
- Acquired \$174,000 in DEO grant funds toward planning efforts throughout the City.
- Acquired \$174,067 in USDA and FDLE grant funds for police capital needs.
- Currently bidding for construction of two new parking lots on E. Pennsylvania, adding 110 new parking spaces.
- Increased number of full-time police officers from 6 to 9 insuring improved public safety.
- Initiated community leadership meetings through Community Policing Program.
- Purchased property with existing building for a future police station and community hall saving tax payers approximately \$250,000 to \$500,000 in new construction costs.
- As a result of the new police property purchase additional public parking in the Historic District will be available the public.
- Implemented a police impact fee on new development to offset police capital needs as a result of growth in the community.
- Saved \$58,586 annually by restructuring Public Works maintenance staff to better utilize skilled/trade employees in their respective positions and use less expensive part-time labor for lawn maintenance tasks.
- Initiated a Road Improvement Master Plan presentation, with a focus on prioritizing and funding options in process.
- Implemented FDEP MS4 Stormwater Regulatory Compliance including erosion and sediment control to protect the rivers.
- Capital improvements made to Chaplin A. Dinkins Park (City Beach) including new boardwalk, remodeled restrooms, weed control and landscape improvements.
- Improved/updated antiquated and conflicting Land Development Code.
- Amended Comprehensive Plan to restrict toll roads.
- Amended Aquifer Protection Element of the Comprehensive Plan and Land Development Code that negatively impact approximately 192 parcels creating a non-conforming status. That is 12% of parcels in the City.
- Created remote public participation in all city council and board meetings.
- Landscape Improvements throughout the City including US 41 medians and Historic District.
- Installed 4 new welcome signs at each entrance of the City fully landscaped.
- Created a matching grant program for owners making property improvements that are within the CRA District.
- Created an Economic Development Plan.

- Committed \$350,000 in CRA funds for a multi modal bike trail on E. Pennsylvania Avenue.
- Produced the City's first GIS Interactive Mapping Software accessible through the City's website.
- City Council played an aggressive and impactful role in convincing FDOT to abandon the Coastal Connector Project.
- Simplified and streamlined the City's tree code expediting the process for residents when making application for dead or diseased trees.
- Improved the City's Emergency Management Plan.
- Increased funding and focus on Code Enforcement.

**Agenda Item No. 12 – Adjourn**

At approximately 10:16 p.m. Vice-Mayor Hanchar moved the September 28, 2020 City Council meeting be adjourned. Councilman Dugan seconded. All members voted in favor. The motion passed 5-0.

Attest:

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Amanda Roberts, CMC  
City Clerk

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Valerie Hanchar, Vice-Mayor