

City of Dunnellon City Council Budget Workshop

<https://dunnellon.zoom.us/j/95957810301?pwd=Q3ZZdk1TVzJxM2taZ3RDQk01ZTRuUT09>

Webinar ID: 959 5781 0301

Date: July 21, 2021
Time: 3:00 p.m.
Place: City Hall
20750 River Dr., Dunnellon, FL34431

Anyone attending the workshops may have been required to wear a mask/face covering. All attendees may have been subject to screening to include a temperature check.

Public Comment

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

Members of the public who would like to participate were encouraged to register in advance by Noon on Wednesday, July 21st.

Call to Order and Pledge of Allegiance:

Mayor White called the meeting to order at approximately 3:08 p.m. and led the Council in the Pledge of Allegiance. He asked if any invitee or citizen present would like to open with prayer. No one came forward and a moment of silence was held.

Roll Call

Bill White, Mayor, Seat 1
Louise Kenny, Councilwoman, Seat 2
Anita Williams, Councilwoman, Seat 3
Valerie Hanchar, Vice-Mayor, Seat 4
Jan Cubbage, Councilwoman, Seat 5

Staff Present

Mandy Odom, City Clerk
Jan Smith, Finance Department
Stacey Leonetti, Finance Department
Chief Mike McQuaig, Police Department
Lt. Shane Yox, Police Department
Julie Danowski, Clerks Department
Troy Slattery, Public Services, Attending by Zoom

Legal Counsel

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

Proof of Publication

Mrs. Odom announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, July 14, 2021 and was amended July 20, 2021 to update Zoom link.

Mayor White covered meeting etiquette with the public and with Council.

Agenda Item Number 1 – FY 2021-2022 Proposed Budgets – Jan Smith

Mrs. Smith said she spent time simplifying the budget for Council. She provided documents showing the General Fund proposed highlights and said it is a summary of this year and next year's budgets. She said the total budget is balanced currently at 6.5 mills with the revenue and expenses currently at \$3,966,261. She said the differences from last year to this year resulted from restructuring changes. She reviewed new items added to this year's budget including:

- Part-time Police Officer moving to full-time - \$27,013
- New full-time Public Works Service Worker - \$39,564
- Contracted 911 and call taking with Marion County - \$33,523
- Contracted information technology support - \$29,568
- ZOOM webinar service - \$2,880
- Captioning services - \$7,900

Mrs. Smith said other notable items are merit increases of up to 3% and this is our second year of compliance with the Fund Balance Policy for capital reserves. She said there are additional items pending which would have an impact on the proposed budget, such as State revenue estimates and insurance.

Mayor White asked if someone reaches the top of their pay scale, what happens with the 3%? Mrs. Smith said they would not receive an increase.

Mrs. Smith explained the various sections of the General Fund revenue pie chart she provided and said the largest areas of revenue are taxes and reserves followed by State shared funds and sanitation.

Discussion followed between Mayor White and Mrs. Smith regarding fees for code violations and total tax revenue differences over time. Mrs. Smith confirmed tax revenue fluctuates and is tied to property values.

Mrs. Smith answered questions regarding the General Fund expense pie chart and discussion included: mosquito control, animal control, parks and recreation as a revenue source and the amount allocated to roads and streets.

Troy Slattery offered information regarding mosquito control, stating it is not for spraying purposes but for trapping and testing mosquitos for disease. He also addressed the animal control question relating to the contract and future negotiations with Marion County.

Mrs. Smith reviewed the last two pages of her General Fund handout and said this is the 5th year we have been able to maintain the Ad Valorem Millage Rate at 6.5 mills. She stated it is something to be proud of because it means we are living within our means. She said all the surpluses listed offset the deficits which brought the summary total to zero.

Mayor White asked about impact fees and discussion followed. Mrs. Smith said there is not a lot of history and approximately \$4,000 has been collected to date. She said impact fees cannot be used to support existing projects. Mayor White said new homes in various stages of development would indicate more impact fees. Vice-Mayor Hanchar said if a permit was pulled in 2020 they may not have been charged. Further discussion developed about staff responsibilities regarding the collection of those fees.

Mrs. Smith shared a notice of solid waste rate changes from Waste Management. The rate increase will begin on October 1st and the notice will go out with FGUA's August water bills. Vice-Mayor Hanchar suggested including the holiday pick up schedule. Mrs. Smith said she will work on it.

Mrs. Smith covered the information in the Budget Summary next. She started with page 39, which shows each department and the department head requests. It covers the projected Capital expenses for 2022 and the projected funding needs for the following four years. Each department report shows the funding source, project/item and justification for the purchase.

Police Department:

Mrs. Smith said the Police Department budget includes a facility, police cars and computers. Council asked questions related to clarification of "high mileage" and Chief McQuaig stated high mileage means both actual vehicle mileage and idol mileage. Mrs. Smith said most of the police vehicles have been purchased with grant funding and they will look for grants for these as well. She also said there is \$12,000 in the budget for vehicle repair and maintenance.

Mayor White said the new police facility has a budget for rehabilitation of the building of \$365,000 per year for the next three years. He said over a three-year period the City has scheduled over a million dollars when including the building purchase price and the budget for facility maintenance. He asked what could be done with those funds if they found out the work could be done for much less. Mrs. Smith said next year's funds are from the one cent sales tax, so that money could go back to the police or to roads and streets.

Public Works:

Mrs. Smith said the 2022 Capital project needs for Public Works are road resurfacing, City Hall sign and landscaping, storm water asset mapping, F-550 dump truck, ¼ ton pickup truck, two F-250 ton pickup trucks, 1 ton work truck, skid sprayer, fork lift and street signs. Discussion followed between Mayor White and Mrs. Smith regarding Mr. Slattery's needs, funding for the trucks requested and funding for the roads and streets projects.

Parks and Recreation:

Mrs. Smith said the playground equipment needs replacing at City Beach. However, that is scheduled for the year 2023, as is the playground equipment for Ernie Mills Park. She said this year Mr. Slattery is requesting the two shade shelters and replacement picnic tables for all the parks.

Building Repair and Maintenance:

Mrs. Smith said City Hall's only need is to replace the worn flooring. She said the funds available have been carried over for a couple years now. The current flooring was installed in 1998. Councilwoman Cabbage asked if staff ever applied for the hardening grant discussed during past meetings. Mrs. Smith responded no; she was not directed to proceed by Council. She said it would require a cost benefit analysis as with any FEMA grant. Mrs. Smith stated when a consensus of Council is achieved, she would move forward.

City Clerk:

Mrs. Smith said Clerk's department needs to replace the scanner used to scan permanent city records. She said the current scanner is not being supported anymore and they are looking to replace it.

Information Technology:

Mrs. Smith said there is a \$6,500 balance carried forward from last year to cover new desktop computers for City Hall. The current computers are outdated and no longer supported by Windows. She said an upgrade to Windows 10 is required. Andy Mathew is going to attempt to find a way to reduce the cost.

Mrs. Smith concluded this section of the summary with the capital budget grand total for this year of \$1,391,532.

The next section Mrs. Smith discussed was regarding the hand out titled "Tax Increment Financing District (CRA)". She said without a Community Development Manager she simply carried forward the same amount as requested from last year, but added it can always be amended if needed. She said new items for this year are:

- Annual financial audit (separate from Citywide audit) – new requirement \$2,500
- Increase of \$30,000 from \$10,000 for a total \$40,000 for Historic District grants to spur interest in building rehabilitation.

- Funds allocated for Public Parking development \$250,000

Vice Mayor Hanchar asked about the parking portion of the property at the former Souls Harbor Church. She wondered if since it included a parking area, could a portion of the funds allocated to parking projects be used for this. Mrs. Smith confirmed it could because it supports the public.

Mrs. Smith stated the following items are projects carried forward from FY2020-2021:

- Wayfinding Signage (Economic Development Strategy) \$25,000
- Vacant or under-utilized buildings analysis (Economic Development Strategy) \$25,000
- 125YR Anniversary Park \$47,507 of which \$24,107 is from donations
- W. Penn Streetscape Phase II \$50,000
- Ernie Mills Beautification \$10,000
- Historic District Entrance signs \$25,000
- Blue Run Park Restrooms-design and permitting \$12,000

Mrs. Smith said if Council would like to add other projects, there is another area we could obtain funds from, but every penny in CRA must be earmarked for something.

Mayor White asked how long ago our 125th anniversary was and if there was interest in continuing to discuss the park. Mrs. Smith replied four years ago and she said perhaps because it ends at the trail. There was further discussion of the possibility of development of an area to include a place for benches, a bike rack, shade trees and a sign with points of interest. Mr. Slattery stated there is a small portion that belongs to the City at the end of the bike trail so the project can be done. He suggested Council might want to bring it up in a future workshop.

Mrs. Smith moved forward and shared pie charts showing the TIF revenues and expenses. She said the purpose of the CRA is for rehabilitation, therefore 67% of the budget is for capital expenses. She said not a lot of money has been spent and the balance of funds are rolled over year to year, except for this year due to parking projects. Mrs. Smith recommends Council fund the bike path, as there are still funds to fulfill that obligation.

Mrs. Smith concluded her presentation by sharing the process for future meetings and adoption of the budget.

Agenda Item Number 2 – Council Comments

Each Council member thanked Mrs. Smith for her work.

Mayor White said he had some topics he would like to update Council on while they were in attendance. He said Chief McQuaig, Mrs. Odom and he attended a meeting with the State about the traffic backing up on High School Road. He asked Mrs. Odom about the recruiter

suggestion and she said staff is investigating the possibility of using one to help find a Community Development Manager. Mrs. Odom said she would need direction from Council to go forward because of the amount of the expenditure. Mayor White said Jim Couillard from Marion County will join the August 4th special workshop regarding Blue Run Park for the discussion regarding the Ordinance being developed. He expressed concern over the lack of attendance of Planning Commission members. Mayor White said Representative Harding reached out and plans to be in Dunnellon tomorrow to introduce himself and is also planning to attend the Council meeting in August.

Mayor White said there was a meeting at the Train Depot with the Wildlife Corridor and the depot was packed with people due to interest in the project. He said the Senate and House both voted unanimously in favor of the project. He gave an explanation of the project and how it will help the safe migration of animals. He said everyone is excited about this project.

Agenda Item Number 3 – Department Head Comments

Chief McQuaig said every quarter for the past four years he would have a community meeting. He said when Covid 19 struck he had to cancel those meetings. He said this Monday, August 2nd at 11:30 a.m., he will be having his first community meeting since then. He said the meeting will be held at the former Souls Harbor Church and will give citizens a chance to look around. He commented the most important part of the meeting will be his presentation about how to save yourself or someone else from an active shooter.

Chief McQuaig said he had a meeting with Larry Steed, Rainbow Springs Park Manager and his concessionaire. He said the meeting was to discuss the influx of people enjoying the rivers and causing severe traffic issues. He said all of 180th Avenue is within the city limits of Dunnellon. He said the police department had to turn down working the entrance to the park because he doesn't have enough officers. Chief McQuaig said the meeting was very open and solutions were suggested. He said hopefully something can get done. Councilwoman Cabbage asked if adding a parking lane is an option. Chief McQuaig said that had been explored along with perhaps leasing the parking lot from the school.

Agenda Item Number 4 – Public Comments

There were none.

The meeting was adjourned at approximately 5:25 p.m.

Attest:

Amanda Odom, CMC
City Clerk

William P. White, Mayor