Agenda
City of Dunnellon
20750 River Drive, Dunnellon, FL 34431
City Council Meeting
November 12, 2025, 5:00 PM

**Dunnellon City Council meeting will be held on November 12, 2025, 5:00 pm.**

**Public Comment:** Anyone who wishes to provide public comment will be able to do so by participating in the City Council meeting in person.

Supporting Documentation for Agenda items may not be ADA compliant for website posting. To obtain supporting documentation not published to the website, please contact the City Clerk's office.

Public input on non-agenda items will be heard at the beginning of the meeting. A three (3) minute time limit will be strictly administered.

Call to Order

Pledge of Allegiance

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

Roll Call

Proof of Publication - The agenda was posted on the City's Website and City Hall bulletin board on Tuesday, November 4, 2025. The agenda was amended on Thursday, November 6th to revise the backup of item #3b and on November 12th to add backup to item #5a.

Council's Comments Regarding Agenda

Public Comment on non-agenda items - 3 minute time limit

Consent Agenda

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

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

Approval of Minutes

Documents:
August 4 2025 Special Budget Workshop.pdf
August 13 2025 Meeting.pdf
September 3 2025 Special Budget Workshop.pdf

September 3 2025 Workshop.pdf

Authorize staff to submit an application for Certified Local Government (CLG) designation to the Florida Division of Historical Resources.

Documents:
Agenda Summary Form for Certified Local Government Designation.pdf

**Regular Agenda**

1. Marion County Sheriff's Office Report

**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.

Follow Public Hearing Notes - Public comment taken during public hearing

2. **Public Hearing**

**2.a** Public Hearing - Ordinance #ORD2025-11, Sign Regulations (published on the City's Website 10/21/2025 and in the Riverland News on 10/31/2025)

**2.b** Final Reading Ordinance #ORD2025-11, Sign Regulations

**Proposed Motion:** I move Ordinance #ORD2025-11 be read by title only.
**Proposed Motion:** I move Ordinance #ORD2025-11 be approved.

Documents:
Ordinance ORD2025-11 Sign Regulations.pdf
Ordinance ORD2025-11 Business Impact Statement.pdf

**2.c** Public Hearing - Disposal of Public Property located at 12014 S. Williams Street, Parcel Number 3380-0522-01 in the CRA within the City of Dunnellon (published on the City website on 11/04/2025)

Accept Public Comment

**Proposed Motion:** Accept the offer submitted by James Gissy in the amount of $150,000 in response to Bid #BID2025-05 for surplus property identified as Parcel Number 3380-0522-01 by the Marion County Property Appraiser and authorize preparation of the closing documents

Documents:
Agenda Summary Form for Sale of Surplus Property.pdf

3. **Resolutions**

**3.a** Resolution #RES2025-42 Surplus PD Building Contents and Equipment

Accept Public Comment

**Proposed Motion:** I move Resolution #RES2025-42 be read by title only.
**Proposed Motion:** I move Resolution #RES2025-42 be approved.

Documents:
Resolution RES2025-42_Surplus PD Building Contents and Equipment.pdf

**3.b** Resolution #RES2025-43 FY25 Budget Amendment
Accept Public Comment

**Proposed Motion:** I move Resolution #RES2025-43 be read by title only.
**Proposed Motion:** I move Resolution #RES2025-43 be approved.

Documents:
Resolution RES2025-43 FY2024-2025 Budget Amendment.pdf

4. **Regular Agenda Items**

**4.a** City of Ocala Piggyback Arrangement

Accept Public Comment

**Proposed Motion:** Authorize the City of Ocala to piggyback City of Dunnellon's RFP No. 2020-01 with M.T. Causley for Building Official Services.

Documents:
Agenda Summary Form for Ocala Piggyback Contract.pdf

5. Department Reports

**5.a** Monthly Reports

Documents:
20251112 City Clerk.pdf
20251112 Community Development.pdf
20251112 Public Works.pdf

20250930 Preliminary Financial Report.pdf
20250930 Year End Budget Amendment Backup.pdf

6. **Council Liaison Reports and Comments**

7. **City Attorney Report**

Adjourn

**Proposed Motion:** I move the City Council meeting be adjourned.

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

**City of Dunnellon**
**Special City Council/CRA Budget Workshop**

Date: August 04, 2025
Time: 4:30 p.m.
Place: City Hall, 20750 River Dr., Dunnellon, FL 34431

**Call to Order and Pledge of Allegiance:**
Vice-Mayor Inskeep called the meeting to order at approximately 4:30 p.m. and led the Council in the Pledge of Allegiance.

**Opening Prayer/Moment of Silence:**
Vice-Mayor Inskeep invited any citizen wishing to volunteer to open with prayer. No one stepped forward and a moment of silence was observed.

**Roll Call**
Walter Green, Mayor, Seat 1 - Absent
Vacant, Councilperson, Seat 2
Tim Inskeep, Vice-Mayor, Seat 3
Valerie Hanchar, Councilwoman, Seat 4
Rex Lehmann, Councilman, Seat 5

**Staff Present**
Mandy Odom, City Clerk
Schonna McLean, Finance Officer
Chad Ward, Public Works Manager
William Ary, Community Development Manager
Michelle Leonard, Assistant City Clerk

**Legal Counsel**
Andrew Hand, Shepard, Smith, Kohlmyer & Hand, P.A. - Absent

**Proof of Publication**
The agenda was posted on the City's website and City Hall bulletin board on Monday, July 28, 2025.

Vice-Mayor Inskeep called for public comments and there were none.

**1) FY2025-2026 Proposed Budgets**
Mrs. McLean reviewed the proposed budget and stated the millage rate had been adjusted to the rollback rate of 5.0309 mills. She said at that rate, the budget projected a surplus of $60,679, not including allocations to reserves other than contingency. She added all capital items previously discussed were included. She explained salary adjustments had been made due to vacant positions which are now filled and State revenues were updated based on figures from the State website, reflecting decreases in some categories and slight increases in others.

Discussion followed regarding reserves. Vice-Mayor Inskeep confirmed the $60,679 surplus did not account for contributions to road reserves or other dedicated reserve funds as had been done in prior years.

Councilman Lehmann noted the local five-cent gas tax revenue was projected at $52,877 but only $22,388 had been collected year-to-date. He asked if this is because what is reflected is revenue collected halfway through the year. Mrs. McLean confirmed that is the reason.

Council members reviewed ad valorem revenues. Mrs. McLean confirmed the $1.9 million figure in department requests was based on a 7mill rate, while the recommended rollback rate produced $1.367 million.

Council inquired about prior year reserves and Mrs. McLean responded that money had been put into reserves in the completed budget, but no surplus was reflected.

Council members requested additional reporting at the next meeting to break down increases by department, personnel, operating, and capital to better identify the drivers of change.

Mrs. Odom reported United Healthcare has proposed a 41.2% increase in health insurance premiums for the upcoming year. She noted the City had experienced a 15% decrease the previous year, but demographics had shifted with nearly all employees now over the age of 50. She explained this change significantly increased premiums. She explained staff met with Combined Insurance Services, the City's benefits administrator, to explore options and the alternatives provided by Blue Cross/Blue Shield could potentially reduce the increase to about 20%. Mrs. Odom emphasized the City's goal was to maintain a reasonable rate without significantly reducing employee benefits.

Council members asked about partnering with Marion County or other municipalities for coverage. Mrs. Odom explained the City had previously participated in an insurance pool with City of Ocala, but there were negative impacts on premiums. She doubted larger entities would accept the City's older employee pool.

Council discussed insurance options in detail, including HMO and PPO plans, hybrid models, and copay-only plans. Mrs. Odom explained some options had no deductible but used fixed copays, such as $40 for a doctor's visit, $80 for a specialist, or $700 for emergency room visits, all applying toward an out-of-pocket maximum. She cautioned some plans did not allow out-of-network coverage, which could impact employees' ability to keep their doctors.

Council emphasized the importance of identifying a base plan which could be fully funded by the City, with employees able to "buy up" to more comprehensive coverage at their own expense if desired. Mrs. Odom noted two preliminary options could provide this structure, with buy-up plans estimated at approximately $73 per month for employees.

Council expressed concern about maintaining competitive benefits while controlling costs, acknowledging health insurance increases had been a long-term challenge across industries.

Mrs. McLean reported the proposed budget increased overall by $1,320,098, compared to the prior year, largely due to capital projects. She confirmed the general fund itself decreased from $4.6 million to $3.3 million, reflecting the completion of projects funded in the current year.

Vice-Mayor Inskeep emphasized the proposed budget was balanced without using reserves. He noted at the rollback millage rate, the City would collect $61,000 more from taxpayers than it planned to spend and suggested Council consider lowering the rate further.

Councilwoman Hanchar expressed caution, stressing the importance of maintaining healthy reserves considering future uncertainties such as insurance costs. She requested further details on interest earnings and projections for the coming year.

**2) Council Comments**
Vice-Mayor Inskeep and Council members thanked staff for their efforts. Council acknowledged the workload on staff in preparing the budget and related items.

**3) Public Comment**
There were no public comments.

**Adjournment**
The meeting was adjourned at approximately 5:08 p.m.

_____
Penned signature of:
Walter L. Green, Mayor

Attest:

_____
Penned signature of:
Amanda Odom, CMC, City Clerk

City of Dunnellon
City Council Meeting

Date: August 13, 2025
Time: 5:30 p.m.
Place: City Hall, 20750 River Dr., Dunnellon, FL 34431

**Call to Order and Pledge of Allegiance**
Mayor Green called the meeting to order at approximately 5:33 p.m. and led the Council in the Pledge of Allegiance.

**Opening Prayer / Moment of Silence**
Mayor Green invited any citizen wishing to volunteer to open with prayer. No one stepped forward and a moment of silence was observed.

**Roll Call**
Walter Green, Mayor, Seat 1
Vacant, Councilperson, Seat 2
Tim Inskeep, Vice-Mayor, Seat 3
Valerie Hanchar, Councilwoman, Seat 4
Rex Lehmann, Councilman, Seat 5

**Staff Present**
Mandy Odom, City Clerk
Schonna McLean, Finance Officer
Chad Ward, Public Works Manager
Chief Ron Bray, Police Department
William Ary, Community Development Manager
Michelle Leonard, Assistant City Clerk
Julie Danowski, Records Clerk

**Legal Counsel**
Andrew Hand, City Attorney, Shephard, Smith, Kohlmyer & Hand, P.A.

**Proof of Publication**
The agenda was posted on the City's Website and City Hall bulletin board on Wednesday, August 6, 2025. The agenda was amended on Wednesday, August 13th to add backup to item #5a.

**Council Comments Regarding Agenda**
There were no Council comments.

**Public Comment on Non-agenda Items**
There were no public comments.

**Consent Agenda**

- Approval of Minutes
    - October 7, 2024 Workshop-Amended
    - January 6, 2025 Workshop-Amended
    - April 7, 2025 Workshop
    - April 16, 2025 Meeting
    - May 5, 2025 Workshop
    - May 14, 2025 Meeting
- Authorize the purchase of a 2023 Ford F250SD Lariat Pickup Truck in the amount of $34,999 after trade in.
- Ratify Application to the Florida Department of Commerce (FDOC) for Technical Assistance Grant.

**Public Comment**

There were no public comments.

Councilwoman Hanchar moved the consent agenda be approved. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

**Regular Agenda**

**1. Marion County Sheriff's Office Report**

Detective Haufler reported in July there were 26 arrests, 283 traffic stops, 18 accidents, 203 security checks, 10 business contacts, 61 citations, and 272 calls for service.

Councilwoman Hanchar asked what exactly a call for service means. Detective Haufler explained it entails all matters initiated by the public. Councilwoman Hanchar also asked if parking tickets are included in the number of traffic stops and the Detective replied generally, yes.

Councilman Lehmann asked if warnings were tracked in their system to notify Deputies during subsequent stops. Detective Haufler responded it depends on the database, but they could generally be seen. Councilman Lehmann inquired about any differences the Sheriff's Office has observed after six months of service within Dunnellon. The Detective replied residents were relying less on word of mouth and contacting law enforcement directly more often.

Mayor Green asked if the connection between the City and the Sheriff's Office included coordination with the Marine Patrol. Detective Haufler replied he would find out and report back. Mayor Green remarked summer months can become especially challenging for law enforcement.

**2. Quasi-Judicial Hearing**

2.a) Quasi-Judicial Hearing - Application #PZ20250001 by GH&G Florida LLC for Variance #VAR2025-01, General Buffer Requirements, located at the intersection of N Williams St. and SW 110th St., Parcel #33615-000-02

Mayor Green gaveled down and stated, *"It is now 5:43 p.m. and I close the regular meeting and open this Quasi- judicial hearing to discuss application #PZ20250001 by GH&G Florida, LLC for Variance #VAR2025-01, General Buffer Requirements, located at the intersection of N. Williams St. and S.W. 110th St., Parcel #33615-000-02. Notifications to the applicant and adjacent property owners were sent on 07/07/2025 and advertised on the City's website 07/08/2025 and in the Riverland News on 07/25/2025."*

Mayor Green asked Attorney Hand to swear in the witnesses.

Attorney Hand asked all who intended to present testimony or evidence to stand and raise their right hand. He stated: *"Under penalty of perjury do you promise to tell the truth in the testimony you are about to give? If so, please state 'I do.'"* Those standing responded with "I do".

**Quasi-Judicial Hearing Statement**
Mrs. Odom read the following into the record:

*"All witnesses addressing City council in these Quasi-Judicial hearings will be asked to limit their comments to the specific subject being addressed. Witnesses should 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. Witnesses should always err on the side of more public disclosure, not less, in order to provide integrity to the public process.*

*Testimony will be limited to 3 minutes per witness unless the applicant, staff, or affected person requests an extension of time. A request for extension of time will be considered by the Council to assure all parties have a full and fair opportunity to participate without undue repetition and delay.*

*Public input is valued by the Council. However, in order to foster mutual respect, personal comments should not be directed toward Council members, or staff. Members of the public shall refrain from interrupting the speaker at the podium.*

*At the conclusion of the hearings, the City Council of the City of Dunnellon will make a decision whether to approve the application for variances.*

*All witnesses will be sworn in and will testify under oath, All persons presenting evidence will state their name and residence address for the record. All documentary evidence will be marked as an exhibit and maintained as a part of the record if accepted by Council.*

*After each witness testifies, any Councilmember may question the witness. The owner is entitled to cross-examine each witness after his or her testimony and shall do so by asking questions of the witness, or can rebut the witness's testimony by presenting contrary testimony or documents after a witness testifies."*

Mayor Green invited all Councilmembers to disclose any ex-parte communications. All Councilmembers stated they had no ex parte communications to disclose.

Mr. Ary stated the property under discussion contains 626 square feet in the front for which they request authorization to encroach. He noted the required 8-foot landscape buffering would be maintained along the other borders and all other Code requirements are being met. Mr. Ary explained the landscape buffer limited the ability to achieve the required parking and driving lanes due to the lot's irregular shape. He said they are requesting only the minimum adjustments needed to allow use of the property for a restaurant. Mr. Ary noted the request has been recommended for approval by the Planning Commission.

Mercedes Field, 5986 Financial Dr., Norcross, GA, stated they are asking for the variance to allow them to fit their building and the required parking spaces onto the property.

**Public Comment**
There were no public comments.

Mayor Green gaveled down and stated, *"It is now 5:50 p.m. and I close this quasi-judicial hearing and reopen the August 13, 2025, City Council Meeting."*

2.b) Consideration of Application #PZ20250001, Request for Variance #VAR2025-01, General Buffer Requirements by GH&G Florida, LLC, Parcel #33615-000-02
**Public Comment**
There were no public comments.

Vice-Mayor Inskeep moved Variance #VAR2025-01 be approved. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

**Public Hearing Statement**
Mrs. Odom read the following 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."*

**3. Ordinances**

3.a) Public Hearing – Ordinance #ORD2025-02, Indian Cove Rezone

Mayor Green gaveled down and stated, *"It is now 5:54 p.m. and I close the regular meeting and open the Public Hearing held to discuss Ordinance #ORD2025-02, Indian Cove Rezone. Advertised on the City website 07/24/2025 and in the Riverland News on 08/01/2025."*

Mr. Ary stated the Ordinance had not been advertised for first reading. He explained it was discovered two public hearings are required per statute and this is the first. Mr. Ary said the rezoning is necessary to correct an inconsistency with the City's Future Land Use Map. He noted the request involved changing 15 acres in Indian Cove from Agricultural to Residential.

**Public Comment**

James Hartley, with Gooding and Batsel in Ocala, stated his client is in support of the rezone. He explained the owner seeks to split the 15 acres into three, five-acre parcels. He referenced the plat map, conservation easement, service access, and the 5% impervious area. Attorney Hartley stated they had reviewed the environmental concerns raised by neighbors and advised Council they would be required to go through the Florida Department of Environmental Protection, where such issues would be addressed. He confirmed they would provide documentation on drainage, roadway details, water and sewer service, access, and the roadway burden. Attorney Hartley acknowledged the rezone would allow for higher density, but stated the intent is to retain only the three parcels indicated. He noted his understanding of the current discussion is to correct the zoning map, but he wanted to make himself available for any Council questions.

Councilman Lehmann asked how soon construction would begin if the rezone were approved. Attorney Hartley replied it would take quite some time before building could start.

Mayor Green called for public comment and there was none.

Mayor Green gaveled down and stated, *"It is now 6:02 p.m. and I close the public hearing held to discuss Ordinance #ORD2025-02 and reopen the August 13th City Council meeting."*

**Public Comment**

There were no public comments.

Vice-Mayor Inskeep moved Ordinance #ORD2025-02 be read by title only. Councilman Lehmann seconded the motion. Mayor Green called for discussion.

Councilwoman Hanchar announced she would not be in favor of this change if they planned to divide the property into more than three parcels. Mayor Green agreed and stated he believes it is a wise choice to limit the lot division and commented it is a good use of the property.

A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

*"ORDINANCE #ORD2025-02*

*AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, CHANGING THE ZONING CLASSIFICATION FROM (A-1) AGRICULTURAL TO (R-1) ONE-FAMILY DWELLING RESIDENTIAL FOR REAL PROPERTY IDENTIFIED ON THE MARION COUNTY TAX ROLLS AS PARCEL NUMBER 34529-7 002-00 AND COMPRISING +/-15.18 ACRES; PROVIDING DIRECTIONS TO THE CITY CLERK; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE*."

Councilwoman Hanchar moved Ordinance #ORD2025-02 be approved. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

3.b) Public Hearing – Ordinance #ORD2025-08, Vacation Rental Ordinance Revisions

Mayor Green gaveled down and stated, *"It is now 6:06 p.m. and I close the regular meeting and open the Public Hearing held to discuss Ordinance #ORD2025-08, Vacation Rental Ordinance Revisions. Advertised on the City Website 07/22/2025 and in the Riverland News on 08/01/2025."*

Mrs. Odom stated the Vacation Rental Ordinance revision is a result of the decision to utilize a software provider to administer registrations. She also explained the original Ordinance required applications to be notarized and renewed annually on October 1st. She said the revision removes the notarization requirement and changes the renewal to occur on the application anniversary date.

**Public Comment**

There were no public comments.

Mayor Green gaveled down and stated, *"It is now 6:07 p.m. and I close the public hearing held to discuss Ordinance #ORD2025-08 and reopen the August 13th City Council meeting."*

Vice-Mayor Inskeep moved Ordinance #ORD2025-08 be read by title only. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

*"ORDINANCE #ORD2025-08*

*AN ORDINANCE OF THE CITY OF DUNNELLON AMENDING SECTION 18-242 OF THE CITY'S CODE OF ORDINANCE REGARDING VACATION RENTAL REGISTRATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE."*

Councilwoman Hanchar moved Ordinance #ORD2025-08 be approved. Vice-Mayor Inskeep seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

**4. Resolutions**

4.a Resolution #RES2025-20, Salary Classification Plan

**Public Comment**

There were no public comments.

Vice-Mayor Inskeep moved Resolution #RES2025-20 be read by title only. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

*"RESOLUTION #RES2025-20*

*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."*

Councilwoman Hanchar moved Resolution #RES2025-20 be approved. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

4.b Resolution #RES2025-22, Plat Approval

**Public Comment**

There were no public comments.

Vice-Mayor Inskeep moved Resolution #RES2025-22 be read by title only. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

*"RESOLUTION #RES2025-22*

*A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNNELLON, PROVIDING FOR LEGISLATIVE FINDINGS; SETTING FORTH ADMINISTRATIVE DESIGNATIONS CONSISTENT WITH THE REQUIREMENTS OF SECTION 177.071, FLORIDA STATUTES (2025); PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE; AND PROVIDING FOR SUNSET."*

Councilwoman Hanchar moved Resolution #RES2025-22 be approved. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

4.c Resolution #RES2025-24, Surplus Public Works Vehicle

**Public Comment**

There were no public comments.

Councilwoman Hanchar moved Resolution #RES2025-24 be read by title only. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

*"RESOLUTION #RES2025-24*

*A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA, DECLARING CERTAIN PROPERTY AS SURPLUS AND PROVIDING FOR DISPOSAL THEREOF."*

Vice-Mayor Inskeep moved Resolution #RES2025-24 be approved. Councilman Lehmann seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

**5. Regular Agenda Items**

5.a) Bid #BID2025-03, Surplus Vehicles

**Public Comment**

There were no public comments.

Mrs. Odom spoke about the differences between offers received from previous advertisements and those received from the most recent one. She explained one vehicle had been removed from the ad because it was decided it would be used for City Hall. She recommended accepting three of the offers and sending the remaining four vehicles to auction. Mrs. Odom stated she had contacted Insight Auctioneers to confirm a reasonable amount the City could expect from the sale. She advised she would report back to Council once she obtained their response. She added the company will pick up the vehicles and remit 100% of the selling price to the City. She explained it is the company's policy not to profit from municipal vehicle sales.

Councilman Lehmann noted comparable values for such vehicles were around $16,000–$17,000. Chief Bray explained these are commercial vehicles and why direct comparisons could not be made. Mrs. Odom added the vehicles have significant idle hours, which cause greater engine wear than the mileage would indicate. She said many of the cars had difficulty starting after being parked.

Mrs. Odom advised three motions are required, one for each of the bids she recommends Council accept.

Councilman Lehmann moved to accept the bid from Wendy Barrow for the 2016 Ford Interceptor. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Councilman Lehmann moved to accept the bid from Dana Fields for the 2020 Dodge Durango. Vice-Mayor Inskeep seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

Councilman Lehmann moved to accept the bid from Chad Ward for the 2011 Nissan Xterra. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion and there was none. A vote was taken and the motion passed 4-0.

**6. Department Reports**
Mr. Ary reported the new GIS mapping is now available on the City's website.

Mr. Ary stated as of last Monday, 20% of short-term rental (STR) owners had registered and a list of those unregistered were sent to Code Enforcement. Councilwoman Hanchar asked how the public would know if a STR is registered and Mr. Ary replied a document with the City seal should be displayed inside the property, and if it is not, the property is likely unregistered. He anticipates registrations will increase once Code Enforcement letters are issued. Mrs. Odom showed Council the required posting, noting some owners admitted they received letters but did not expect enforcement to follow. Councilman Lehmann asked if an exterior indicator is required and Mr. Ary replied it is not.

Mr. Ary reported Woodard & Curran has offered to assist the City, at no cost, with a grant application. He said the application is due September 1st and would fund a City vulnerability assessment covering issues in areas such as drainage, stormwater, roads, City Beach, and the boat ramp. He noted the assessment would make the City eligible for other grants, which would fund the vulnerabilities found in the assessment. Mayor Green supported the opportunity, citing Woodard & Curran's prior survey which helped secure $2.7 million for decommissioning a water/sewer plant. Mrs. Odom explained Woodard & Curran offered to help file the grant application with the hope of being considered for the vulnerability assessment contract. She explained they would still have to go through the bid process.

Councilman Lehmann moved to authorize staff to proceed with the application. Councilwoman Hanchar seconded the motion.

**Public Comment**
There were no public comments.

Vice-Mayor Inskeep asked about additional costs. Mr. Ary said the grant should cover everything. Mrs. Odom added Council approval is required for grants which require matching funds or those exceeding $25,000. Discussion followed on contractor flexibility and the assessment's value for future grant applications.

A vote was taken and motion passed 4-0.

Mr. Ary reported developers near the airport are interested in building approximately 1,000 homes using a "cluster subdivision" design with 1/8-acre lots, but current Code does not allow it. He said a PUD or

Code amendment would be required. He asked Council if they were interested in pursuing this. Attorney Hand explained the owners are entitled to build under current zoning, but clustering would preserve more open space and PUDs are flexible and negotiable. Councilwoman Hanchar asked if the City could dictate preservation areas and whether allowing smaller lots for some but not others could cause issues. Attorney Hand replied the City could control preservation areas and there would not be a problem with separate negotiations between developers. Councilman Lehmann suggested researching turnover rates at other 55+ communities and Councilwoman Hanchar noted communities like On Top of the World and Spruce Creek are at full demand. Mayor Green said he would like to see an example of a cluster subdivision layout before offering an opinion but is in support of conservation. Vice-Mayor Inskeep agreed and said he preferred to review the lot sizes, as well, before deciding.

Chief Bray reported the alligator sighted earlier in the month has not been captured but is believed to have moved on. He noted public response to the new law enforcement has been positive and the Sheriff's Office and marine patrol continue to educate residents on river rules. He added conditions on the river have not been problematic this summer.

Mayor Green asked about traffic issues around the school since it opened. Chief Bray reported some violations have occurred under the RedSpeed program, which are currently being issued as warnings. He stated staff from the School Board have been active in educating parents and the first weeks are typically hectic. Councilwoman Hanchar raised concerns about traffic on Powell Road by Dunnellon Christian Academy. She provided details of improper driving in the area. Chief Bray noted the information and said he will ask MCSO Deputies to monitor the area.

Mrs. McLean reported she is working on the budget, accounts payable, and payroll activities. She stated Mrs. Odom has provided updated health insurance figures, which have increased by approximately $1,100 per person annually. She announced the new accountant recently hired will begin work on Monday.

**7. Council Liaison Reports and Comments**

Vice-Mayor Inskeep reported he and staff are working on estimates for paid parking and boat launching, noting attorney costs could be several thousand dollars. He asked Council if they wished to continue moving forward despite the unforeseen expense. He added staff are gathering sample Ordinances and contracts from other cities for reference. Council affirmed their interest in continuing to move forward.

Vice-Mayor Inskeep suggested moving Council meetings to 5:00 p.m., noting although the idea had been declined previously, even a half-hour earlier could help staff. He added it could be tried on a temporary basis.

Councilwoman Hanchar and Councilman Lehmann preferred keeping the current 5:30 p.m. start time, while Mayor Green stated he would not object to moving the meetings earlier. After further discussion, Vice-Mayor Inskeep moved to change the meeting time to 5:00 p.m., but the motion failed for lack of a second. Mayor Green reminded Council to keep discussions focused on the issues and to avoid personal exchanges.

Mayor Green stated he had not attended the prior week's workshop but took the opportunity to review property matters on his own. He noted fencing along 180th Ave. and CR484 has been a topic of discussion but he has not heard of any citizen complaints. He said the fencing enhanced the City's entrance and he believes that was the purpose for its installation.

Mayor Green stated he met with Kevin Shepherd at the property on Rolling Hills Road and was impressed with the improvements there. He encouraged Council and staff to visit the site and expressed appreciation to Mr. Shepherd for providing the tour.

**8. City Attorney Report**
There was no City Attorney report.

**Adjourn**
At 7:18 p.m. Councilwoman Hanchar moved the City Council meeting be adjourned. Vice-Mayor Inskeep seconded the motion. A vote was taken and the motion passed 4-0.

_____
Penned signature of:
Walter L. Green, Mayor

Attest:

_____
Penned signature of:
Amanda Odom, CMC, City Clerk

**City of Dunnellon**
**Special City Council/CRA Budget Workshop**

Date: September 03, 2025
Time: 4:30 p.m.
Place: City Hall, 20750 River Dr., Dunnellon, FL 34431

**Call to Order and Pledge of Allegiance:**
Mayor Green called the meeting to order at approximately 4:34 p.m. and led the Council in the Pledge of Allegiance.

**Opening Prayer/Moment of Silence:**
Mayor Green invited any citizen wishing to volunteer to open with prayer. No one stepped forward and a moment of silence was observed.

**Roll Call**
Walter Green, Mayor, Seat 1
Vacant, Councilperson, Seat 2
Tim Inskeep, Vice-Mayor, Seat 3
Valerie Hanchar, Councilwoman, Seat 4
Rex Lehmann, Councilman, Seat 5

**Staff Present**
Mandy Odom, City Clerk
Schonna McLean, Finance Officer
Chad Ward, Public Works Manager
William Ary, Community Development Manager
Michelle Leonard, Assistant City Clerk

**Legal Counsel**
Andrew Hand, Shepard, Smith, Kohlmyer & Hand, P.A. - Absent

**Proof of Publication**
The agenda was posted on the City's website and City Hall bulletin board on Monday, August 27, 2025.

Mayor Green called for public comments and there were none.

1) **FY2025-2026 Proposed Budgets**
Mrs. McLean reported she had received the updated insurance costs and made the corresponding revenue adjustments. She mentioned recent changes to employee classifications were reflected in the budgets for Public Works and Finance. At the rollback rate, she stated the City would realize a $79,469 surplus in the General Fund reserves. She further explained the Community Redevelopment Agency (CRA) has one project currently underway, with no new projects planned for the coming year, resulting in an expected $283,998 surplus designated for future road improvements.

Councilman Lehmann asked about short-term rental revenues. Mrs. McLean replied so far, in the current fiscal year we have collected approximately $4,000 to cover administrative and credit card costs.

Vice-Mayor Inskeep stated Council overhauled the budget in 2023. In the two years since, the City has adopted the rollback rate producing a surplus each year. He advised Council this demonstrates both the accuracy of the budget and the ability of department heads to manage it effectively. He explained the proposed budget is balanced without relying on reserves, and the current reserves are healthy. He added funds have already been set aside for road projects and clarified the road work in this budget does not draw from reserves. He reviewed each year of the five-year capital plan and stated we are on track to repair the road infrastructure without having to increase taxes.

Vice-Mayor Inskeep asserted the City should not take more from the taxpayers than is necessary and therefore recommends setting the millage at the rollback rate minus the surplus.

Councilwoman Hanchar asked about the implications of a lower millage rate. Mrs. McLean said reserves could allow the City to go slightly below rollback for one year, but she advised against doing so in the future. She said the MCSO contract costs are still pending but are expected to be near current projections.

Mayor Green supported lowering the millage rate if feasible, saying it would send a positive message to citizens and businesses. Councilwoman Hanchar cautioned against citizen perceptions if the millage rate is lowered followed by a need to raise it again. Vice-Mayor Inskeep stressed the importance of explaining decisions clearly to the public.

Mrs. Odom praised the reduction from a steady 6.5 millage over a five-year period down to 4.685 as a major achievement, and Councilman Lehmann said the City is well-positioned to address other priorities in this coming budget year. Council members commended Mrs. McLean for her efforts.

The Council agreed the plan maintains strong reserves, ensures road funding, and reflects fiscal responsibility while easing the tax burden.

**2) Council Comments**
There were no further comments.

**3) Public Comment**
There were no public comments.

**Adjournment**
The meeting was adjourned at approximately 5:16 p.m.

_____
Penned signature of:
Walter L. Green, Mayor

Attest:

_____
Penned signature of:
Amanda Odom, CMC, City Clerk

**City of Dunnellon**
**City Council Workshop**

Date: September 03, 2025
Time: 5:30 p.m.
Place: City Hall, 20750 River Dr., Dunnellon, FL 34431

**Call to Order and Pledge of Allegiance:**
Mayor Green called the meeting to order at approximately 5:32 p.m. and led the Council in the Pledge of Allegiance.

**Opening Prayer/Moment of Silence**
Mayor Green invited any citizen wishing to volunteer to open with prayer. No one stepped forward and a moment of silence was provided in honor of the late Nathan Whitt.

**Roll Call**
Walter Green, Mayor, Seat 1
Vacant, Councilperson, Seat 2
Tim Inskeep, Vice-Mayor, Seat 3
Valerie Hanchar, Councilwoman, Seat 4
Rex Lehmann, Councilman, Seat 5

**Staff Present**
Mandy Odom, City Clerk
Schonna McLean, Finance Officer
Chad Ward, Public Works Manager
William Ary, Community Development Manager
Chief Ron Bray, Police Department
Michelle Leonard, Assistant City Clerk

**Legal Counsel**
Ryan Knight, Shepard, Smith, Kohlmyer & Hand, P.A.

**Proof of Publication**
The agenda was posted on the City's website and City Hall bulletin board on Wednesday, August 27, 2025. The agenda was amended on Thursday, August 28th to add backup to items #7a and #7b.

**1) Public Comments**
Sue Webb, former City employee, spoke about City staff depositing tree limbs and debris from the right-of-way into a resident's yard. She claimed any tree debris which falls into the right-of-way is supposed to be handled by the City.

**2) Board Reports**
There were no board reports.

**3) Dunnellon Chamber & Business Association Report**
Julie Mancini read the following into the record:

*"We have interviewed for the Executive Director's position, and we have selected Miss Paisley Bower as our new executive director. She started yesterday!*
***New & Returning Members***
*Blue Run Veterinary & Pets Plus*
*Community Builders*
*Dunnellon Elementary School*
*Florida Custom Softwash*
*Made in the Shade*
*Sun Kool Air Conditioning*
*Sweet Florida Rentals*

***Chamber & Member Events:***
*Our last dinner mixer on August 26 was held at Holy Faith Episcopal Church and catered by Dunnellon Coffee Co. 74 people registered to attend, and one new member, Made in the Shade, who joined during the dinner. Gift baskets/prizes were donated by;*
*Al's TV, Antenna & Satellite*
*Assured Home Inspections*
*Brannen Bank*
*Cheryl Regina, Real Estate Professional*
*Citrus County Life Magazine*
*Fish Hawk Spirits*
*Kelly's Auto Repair & Service*
*Rainbow Springs Art in Dunnellon*
*The Station Nutrition*
*T-Mobile of Williston*
*Tupperware Tara Ballantyne*
*We have our next networking dinner mixer at Don Pepe Mexican Restaurant. Seats are still available.*

*We would like to encourage you to check out our website, discoverdunnellon.com and scroll down to find the local events, which can be submitted to the site by anyone, not just members. Some of our members whose events are highlighted on Discover Dunnellon include Cheers, Juliette Falls and Rainbow Springs Art.*
*9/9 at Noon Ribbon Cutting at Bubby's Place Coffee Shop in Hernando*
*9/17 4-7 pm Ribbon Cutting/Grand Opening and ReMax Premier Realty*
*9/23 noon Ribbon Cutting for 360 Painting*
*9/23 at 5:30 pm Networking dinner mixer at Don Pepe's*
*9/27 Golf tournament at Golf Central Golf Club*

*10/3 5:30 pm Business after Hours at Fawn Scott Insurance Solutions*
*10/11 5-10 pm Two Rivers Music Festival and Food Truck Rally*
*10/27 at 5:30 pm Networking dinner mixer at Paige's Root Beer*
*10/31 Trunk or Treat at Rainbow Springs Art*
*11/1 Grand Opening at Rainbow Springs Art*
*11/5 at 5:30 pm Business After Hours for One Rake at a Time*
*12/3 at 5:30 pm Business after Hours at Keller Williams Cornerstone Realty*
*12/6 at 6:00 pm Dunnellon Small Town Christmas Parade*

*We are always looking for volunteers for both in the office and for our events, and sponsors for our events, and we would like to encourage anyone who is interested in doing either to contact us. We especially need office volunteers for Tuesdays and Fridays from 12-3."*

**4) Regular Agenda**

4.a) Vice-Mayor Inskeep

* Fencing at Rainbow River Bridge

Vice-Mayor Inskeep reported he had spoken with Marion County regarding the upcoming bridge modification and pedestrian crosswalk project on East Pennsylvania Avenue. He stated construction is expected to begin around Thanksgiving, with a 120-day duration, and completion is anticipated by early April. He clarified the County's work would be limited to the area inside the guardrails, leaving the trespassing issue outside the guardrails unresolved.

Vice-Mayor Inskeep recommended the City begin planning for the installation of a fence in the area outside the guardrails to address the trespassing concerns. He explained the project would be funded with CRA dollars, and construction details will be brought back to the Council for approval before work begins. He added the fence will extend from the bridge down to the water or across toward the preservation area, on both the north and south sides of the west side of the river.

Councilwoman Hanchar noted setbacks for nearby residents will need to be considered. Mayor Green emphasized the importance of the project as a safety issue and stated both the Sheriff's Department and Chief Bray supported the plan. Vice-Mayor Inskeep explained Chief Bray will participate in the planning process since his department deals with the trespassing problem directly. Mayor Green added the City will coordinate with law enforcement and the County to ensure proper access for inspections.

* Council Meeting Times

Vice-Mayor Inskeep once again proposed moving Council meetings to 5:00 p.m. to provide staff with relief, improve their quality of life, and reduce overtime. He noted meetings could be adjusted for special topics or financial discussions, and the time could be reverted if issues arose.

Mayor Green invited Council comment, and Councilwoman Hanchar stated her opinions were previously provided. Councilman Lehmann expressed his support, and said during his three years on the Council, attendance at meetings has been minimal. He said he would vote in favor of

holding them at 5:00 p.m. with the option to adjust if needed. Mayor Green added he personally has no issue attending 5:00 p.m. meetings and agreed the time could be modified in the future if needed.

* Police Department Building

Vice-Mayor Inskeep reported the City will soon need to consider surplus of the Police Department building, which has deteriorated over time. He noted the building's location in the CRA district would allow CRA funds to be used for demolition if needed but disposal must follow statutory procedures, including public notification.

Mayor Green and Council discussed property line issues, noting part of the building encroaches on the adjacent alley owned by neighboring properties. Council agreed any demolition or access would require permission from the property owners. Council discussed the age of the building, the thick brick walls, and the possibility of it containing asbestos which could increase costs for demolition.

Council discussed placing the property on the market through Mr. Akin while advertising for offers in accordance with F.S. 163.380. Mr. Ward mentioned a prospective buyer is interested in the building that has already purchased adjacent properties which will likely simplify the sale.

Mrs. Odom explained the solicitation process takes several months due to procedural timelines. She said the process can take place without listing the property with a realtor, which would save money. The Council discussed listing strategies and agreed to move forward with the solicitation process. Councilwoman Hanchar brought up the need for disclosure of any defects or title issues, and Attorney Knight confirmed this will be included in the advertisement and sale contract.

* Right-of-Way Maintenance

Vice-Mayor Inskeep addressed right-of-way maintenance, emphasizing the need for staff to follow existing codes and Ordinances. He explained the positions of Public Works Manager and Code Enforcement Officer are both held by Mr. Ward and he is responsible for maintenance and enforcement respectively. He said Mr. Ward often draws public criticism despite adherence to the City's established policies.

Vice-Mayor Inskeep explained property owners are responsible for upkeep of the rights-of-way, but the City has historically handled tree removal and mowing. He stressed deviation from established codes can create a liability and wrongly uses taxpayer funds. He asserted the importance of adhering to the codes and Ordinances while making sure any process changes come from the Council formally through code changes, rather than staff discretion.

Council members discussed the importance of balancing long-standing traditions in the City with enforcement of current codes.

Mayor Green stated we need to be specific about our requirements, and he emphasized respecting historical practices while ensuring policies conform to citizen expectations. Attorney

Knight spoke to Councilwoman Hanchar's question related to setting precedents. He stated the code is the law, and if a specific code isn't something the Council wants to have on their books, they need to take steps to amend it. Council agreed going forward employees must continue to follow codes, and any amendments to Ordinances or policies must be handled formally by the Council regardless of past precedents.

4.b) Councilman Lehmann – Springs Festival

Councilman Lehmann invited Mr. Art Jones to provide feedback on the recent Springs Festival held at Ernie Mills Park.

Mr. Jones reported the event was successful with positive community response. He described several areas for improvement:

- Access and Parking: Handicap parking signs had to be temporarily moved to allow vendor trucks entry, and he suggested installing a pedestrian gate for better security.
- Stage: The plywood panels are deteriorating and should be replaced with more durable materials such as cement board. He also recommended installing a light switch, upgrading to LED lighting, and adding ceiling fans. He suggested a back entrance to the stage for performers.
- Maintenance: The stage and concession areas would benefit from cleaning, painting, and general upkeep.
- Cats: Cat food scattered in the band shell attracted animals and pests. He expressed concern about the number of stray cats in the area and suggested exploring control options.
- Security: Additional cameras or fencing, particularly near Regions Bank, could improve safety.
- Concession Stand: He reported a recurring sewer odor and suggested investigating the source.
- Bathrooms: Mr. Jones said attendees questioned why the concession stand restrooms were locked. He noted the cost of providing portable restrooms and asked if the park facilities could be used in the future.

Council members responded the permanent bathrooms are not designed to handle large crowds, and event organizers must continue providing portable restrooms to comply with code requirements. Councilwoman Hanchar referenced her experience with large events and confirmed this is standard practice.

Mr. Jones emphasized the park is a central community asset and asked the City to consider the improvements. He expressed appreciation for City staff, thanking Public Works for preparing and restoring the grounds before and after the event.

Mayor Green asked Mr. Jones to submit his list of recommendations to staff. He commented most of the suggestions were reasonable and should be reviewed for action. Vice-Mayor Inskeep

agreed and added having the list can help create work orders to prioritize the repairs and improvements.

Councilman Lehmann raised signage concerns, suggesting the sign Ordinance be adjusted to allow advance event signage in medians or other visible areas. He also suggested Council authorize staff to begin reviewing the possibility of repairing the stage flooring. Councilmembers agreed to consider the signage suggestion, and authorized staff to move forward with gathering information related to the stage repairs.

Mr. Jones concluded, despite the heat and rain, attendance was strong, and community support was evident. He said volunteers have increased, and he hopes to hold another event in March when the weather is cooler. He said residents value Ernie Mills Park and want to see it actively used.

**5) Regular Agenda Items**

5.a) Variance #VAR2025-02, Application #PZ20250002, Turkey Creek Drive

Mr. Ary explained this request is for a front and rear setback variance to allow placement of a single-family residence and a shed. He said the applicant seeks to reduce the required rear setback from 40 feet to 12 feet due to the unusual shape of the lot. He noted the property has a steep drop-off behind the planned house site, and there are no adjacent property owners to the rear. He stated this makes the request reasonable.

Mrs. Odom added the parcel is split by a 100-foot-wide electric easement, which significantly restricts buildable space and prevents relocating the structure elsewhere. Mr. Ary commented a house previously stood on the property but was demolished years ago.

Council members indicated they had no objections to the request. The quasi-judicial proceeding would be placed on the regular agenda and a development order issued if approved.

5.b) Planning Commission Board Appointment

Mr. Ary stated Planning Commission alternate member Geoff Goetz has expressed an interest in becoming a full member by filling the unexpired term of Jeanne Dunn from 09/10/25 to 01/11/28. Council agreed to add this topic to the consent agenda.

5.c) Two Rivers Music Festival & Food Truck Rally, Alcohol Waiver

Mr. Ary stated the DCBA requested an alcohol waiver for their upcoming festival. He said the waiver would allow alcohol on the premises from 12:00 p.m. to 11:00 p.m. Mr. Ary noted City parks are normally alcohol and tobacco free, and a waiver is required to permit alcohol during special events. He explained this request will cover both Ernie Mills Park and East Pennsylvania Avenue, where portions of the event will take place. Council agreed to add this to the consent agenda.

5.d) City Council Vacancy

Mrs. Odom reported the City received an application from Reese Taschenberger on August 25th to fill the vacant Council Seat 2. Mayor Green invited Mr. Taschenberger to the podium.

Mr. Taschenberger introduced himself and said he recently moved back to the area to live with his grandmother, though he grew up locally and has deep family roots in the community. He stated his interest in serving stems from a desire to contribute to the City's future, particularly with respect to the health of the river, and he expressed eagerness to learn the budget process and other responsibilities of Council.

Council members engaged Mr. Taschenberger in an extended discussion about his background, qualifications, and expectations of the role. Topics discussed included:

- **Experience and Skills:** He works as a physical therapist, has held various jobs through college, and achieved Eagle Scout rank. He acknowledged limited direct experience with contracts, budgets, and major projects but stressed his willingness to learn and commitment to the community.
- **Council Responsibilities:** Councilmembers emphasized Council's role as leaders and oversight officials with fiscal and legislative responsibility, noting the need to devote significant time each week to review materials and stay informed. Council cautioned against relying on hearsay and explained decisions can significantly impact residents' quality of life and finances.
- **Public Service Perspective:** Council members explained the City is not a nonprofit, and it collects taxpayer dollars with an obligation to spend them on defined services rather than special interests. They underscored the importance of making sound, well-informed decisions and being prepared for criticism.
- **Practical Considerations:** Council questions covered whether he could attend meetings at 5:00 p.m., his familiarity with property taxes, and his understanding of the Sunshine Law, City Charter, and Robert's Rules of Order. He replied he could adjust his schedule and was willing to study the required materials.
- **Support and Training:** Mayor Green and Councilmembers assured him he would not be without guidance, highlighting the support of staff, the City Clerk's expertise, and training opportunities through the Florida League of Cities. It was explained staff will provide him with online training materials to review prior to the Council's vote next week.

Mr. Taschenberger affirmed his commitment, citing his family's longstanding involvement in the City, and his own dedication to making Dunnellon a place he wants to remain. Council members expressed appreciation for his application, and the value of having younger perspectives represented.

**6) Staff Agenda Items**

6.a) Paid Parking Implementation Update

Mrs. Odom stated she has obtained legislation and sample agreements from other cities regarding the paid parking initiative. Attorney Hand is currently analyzing the materials and will

prepare documents for Council's consideration. She said she anticipates bringing this forward for Council's review by October.

6.b) PaveRite Change Order #1, E. McKinney Ave. and Project Contingency
Mrs. Odom reviewed the change order, which addresses the poor condition of East McKinney. She said the change order proposes expanding the project scope to include this section, as it would be inefficient to address it in a separate future project because of mobilization issues. Council discussed their approval to the change order, and re-establishing the original project contingency to ensure sufficient funds remain. Council agreed to add this to the consent agenda.

**7) Ordinances**
7.a) Ordinance #ORD2025-09, Fence Code Amendments
Mr. Ary stated this Ordinance amendment creates a new section in the code which will allow fences to be installed on properties prior to the existence of a primary structure providing property owners with a greater ability to secure and maintain their lots.

Councilwoman Hanchar asked about height limitations, and how this change affects the current situation with Mr. Gissy's fence. Mr. Ary responded the Ordinance does not alter existing height restrictions, which are in place to preserve visibility and safety. He explained the amendment will address Mr. Gissy's property, allowing his fence to remain, while still requiring after-the-fact compliance with City regulations.

Mr. Ary shared specifics, including the ability to run fences up to six feet in height along front and side property lines to the sidewalk. He stated fences will not have side setbacks under the current proposal, though this can be addressed in the future.

Mrs. Odom added the proposed Ordinance will be forwarded to the Planning Commission for review first, and Council can review the finalized draft at the Council meeting to address any remaining concerns.

7.b) Ordinance #ORD2025-10, 20804 W. Pennsylvania Rezone
Mr. Ary discussed the rezoning of the former Rainbow Springs Art building, which currently has split zoning with the northern portion being B-3 (General Business) and the southern portion being R-1 (Residential). He stated this split exists because the property was originally two lots and were never officially combined. He explained the proposed rezoning will make the entire property B-3 which is consistent with its current business use. He added it is also consistent with the Future Land Use Map and will help prevent zoning issues for the new owner. He noted the Ordinance will go to the Planning Commission next week for review allowing it to proceed to a first reading during the next Council meeting.

**8) Resolutions**
8.a) Resolution #RES2025-25, Personnel Manual Amendment

Mrs. Odom stated the only change in this manual amendment is an increase in the minimum wage to $14.00 per hour which complies with Federal law. There were no Council comments or questions.

8.b) Resolution #RES2025-26, Grant Application Procedure

Mrs. Odom said the policy was originally established in 2002, and the revision provides additional flexibility for meeting grant deadlines prior to Council review. She explained the policy allows the Mayor, in consultation with the City Clerk, to authorize grant applications which meet specific criteria and emergency documentation requirements. She added the Council will then be notified and asked to ratify the action. She noted this update will proceed for approval next week.

**9) Proclamation**

9.a) Proclamation #PRO2025-02, Constitution Week

Mrs. Odom reviewed a proclamation requested by the Rainbow River Chapter of the Daughters of the American Revolution. She explained this annual proclamation will be placed on the consent agenda for approval at the next Council meeting, and members of the Chapter will be present for a brief presentation at the start of the meeting.

**10) Department Reports**

Mrs. Odom stated Department Reports will be moved from future Council workshop agendas to regular Council meetings. She explained the change is intended to reduce redundancy, as staff agenda items are already covered during workshops.

Chief Bray reported on the RedSpeed school zone project, noting the early warning notices resulted in 259 violations. He said since issuing citations, daily violations have dropped to approximately 4–5 per day, demonstrating a significant change in driver behavior and increased safety. He added prior to the start of the program, the fastest speed in the area was clocked at 70 mph with an average speed of 35-48 mph. He explained this program is hugely successful without spending any taxpayer dollars to implement. Mayor Green and Council commended Chief Bray for leading the initiative, emphasizing the program's goal is compliance, not revenue.

Chief Bray also addressed potential traffic congestion concerns at the nearby Christian School, noting ongoing discussions to manage increased traffic as student enrollment grows. He confirmed the contractor installing the equipment is under a fixed contract with no revenue risk to the City.

Mayor Green noted no further Department Reports were necessary at this time considering they will be discussed at the meeting next week.

**11) Council Comments**

Mayor Green stated FDOT issued a work order last week to schedule construction of a right turn lane from US 41 to eastbound SR 40 to reduce congestion near St. John the Baptist Catholic Church. He said the completion is expected by the end of the year.

Vice-Mayor Inskeep stated according to TPO the US 41 widening project is planned in two phases. He explained Phase 1 is from Walmart to SW 99th Pl., the road to KP Hole, and is scheduled to begin in 2029 but Phase 2 is currently competing for funds with SR 200.

There was further discussion regarding road improvements which included ongoing concerns about congestion, safety, schools, engineering, funding challenges, and delays for certain projects such as the widening of 484 due to bridge issues.

Mayor Green emphasized the need for long-term planning to address traffic growth and community safety noting the current infrastructure may not adequately accommodate future growth.

**12) City Attorney Comments**
There were no Attorney comments.

**13) Public Comment**
There were no public comments.

**Adjournment**
The meeting was adjourned at approximately 7:50 p.m.

_____
Penned signature of:
Walter L. Green, Mayor

Attest:

_____
Penned signature of:
Amanda Odom, CMC, City Clerk

City of Dunnellon
Agenda Summary Form

**Meeting Date**: November 12, 2025

1. Responsible Department: Community Development
2. Presenter: Will Ary, Community Development Manager
3. Recommended Action: Authorize staff to submit an application for Certified Local Government (CLG) designation to the Florida Division of Historical Resources.

**Subject**: Authorization to Apply for Certified Local Government Designation

**Request for Approval Summary Explanation & Background:**
Staff requests authorization to apply for Certified Local Government (CLG) designation through the Florida Division of Historical Resources and the National Park Service. The CLG program is a partnership between local, state, and federal governments designed to support historic preservation at the community level.

**Benefits of CLG Designation:**

- **Grant Eligibility**: Access to dedicated federal funding through the Historic Preservation Fund for surveys, National Register nominations, design guidelines, and educational programs
- **Technical Assistance**: Direct support from the State Historic Preservation Office (SHPO) and National Park Service
- **Community Identity**: Enhanced recognition of the City's commitment to preserving its unique historic character and cultural heritage
- **Economic Development**: Historic preservation has been proven to stimulate tourism, attract businesses, and increase property values
- **Capacity Building**: Training opportunities for staff and commission members in preservation best practices

**Program Requirements:**
To achieve and maintain CLG status, the City must:

1. Enforce appropriate state or local legislation for the designation and protection of historic properties
2. Establish an adequate and qualified historic preservation review commission by state or local legislation
3. Maintain a system for the survey and inventory of historic properties
4. Provide for adequate public participation in the local historic preservation program

The City [has already established/is in the process of establishing] a Historic Preservation Commission and [has/is developing] local historic preservation ordinances, positioning us well to meet CLG requirements.

**Next Steps:**
Upon approval, staff will work with the Florida Division of Historical Resources to complete the application process, which includes demonstrating compliance with the above requirements and submitting all necessary documentation.

This designation aligns with the City's Comprehensive Plan and strategic priorities for preserving community character while promoting sustainable economic development.

Staff recommends approval to proceed with the CLG application.

**Procurement Method: N/A**

**Fiscal Information:** Application process - No cost
Potential annual grant funding available - $10,000 to $50,000+ (competitive)
[Note: Some staff time required for application preparation and program maintenance]

**Attorney Review: N/A**

**ORDINANCE #ORD2025-11**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA, AMENDING ARTICLE XI OF THE CITY'S LAND DEVELOPMENT CODE; AMENDING SECTION 11.2 TO ADD A DEFINITION FOR "MONUMENT SIGN"; AMENDING SECTION 11.3 TO PERMIT MONUMENT SIGNS IN A-1 DISTRICTS AND RESIDENTIAL DISTRICTS (R-1, R-1A, R-1B, R-2, RBO) ON PROPERTIES OF FIVE ACRES OR MORE, SUBJECT TO SPECIFIED REQUIREMENTS REGARDING NUMBER, SIZE, HEIGHT, ILLUMINATION, MATERIALS, AND DESIGN; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS** the City Council of the City of Dunnellon recognizes the need to provide appropriate signage options for property owners with larger parcels who wish to identify their property entrances; and

**WHEREAS** monument signs serve a legitimate purpose in providing identification and wayfinding for properties with substantial acreage; and

**WHEREAS** the City Council finds that allowing such signs on A-1 properties and residential properties of five acres or more, subject to appropriate regulations, serves the public interest while maintaining the aesthetic character of the community thereby benefitting the health, safety, and welfare of the citizens of Dunnellon.

**LEGISLATIVE UNDERSCORING:** Underlined words constitute additions to the City of Dunnellon Code of Ordinances, ~~strikethrough~~ constitutes deletions from the original, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA:**

**SECTION 1:** The " whereas" clauses cited herein are the legislative findings of the City Council.

**SECTION 2.** Section 11.2 of Article XI of the City's Land Development Code is hereby amended to add the following definitions in alphabetical order:

*Monument sign:* A freestanding sign where the base of the sign structure is on the ground or a maximum of 12 inches above the adjacent grade, designed to appear as a permanent architectural feature of the landscape. Monument signs may be located anywhere on the property and may be subject to setback requirements.

**SECTION 3.** Section 11.3 of Article XI of the City's Land Development Code is hereby amended as follows:

**Section 11.3 Signs in R-1, R-1A, R-1B, R-2, RBO and A-1 districts.**

The following signs shall be permitted on a lot in an R-1, R-1A, R-1B, R-2, RBO and A-1 district:

***

(g) Monument signs shall be permitted in A-1 districts and in residential districts (R-1, R-1A, R-1B, R-2, RBO) where the property is not less than five (5) acres in size, subject to the following requirements:

(1) One monument sign shall be permitted per property entrance from a public right-of-way.

(2) Maximum sign area: For properties five (5) acres to twenty-five (25) acres in size, the maximum sign area shall be thirty-two (32) square feet per sign face. For A-1 properties greater than twenty-five (25) acres in size, the aggregate area of all monument signs on the property shall not exceed two (2) square feet in area for each foot of frontage of the property on public rights-of-way, with a minimum allowable sign area of thirty-two (32) square feet per sign face and a maximum allowable sign area of seventy-five (75) square feet per sign face.

(3) Maximum height: Sixteen (16) feet above the ground.

(4) Signs may be illuminated only by indirect illumination, such as ground-mounted fixtures directing light upward onto the sign face. No internal illumination or flashing lights shall be permitted.

(6) Sign materials and design shall be compatible with the residential or agricultural character of the district. Natural materials such as wood, stone, or masonry are encouraged.

(7) Construction shall comply with the Florida Building Code and necessary permits must be obtained prior to installation.

(8) Signs must be properly maintained in accordance with Section 11.18 of this Article.

**SECTION 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 6.** If any section, subsection, sentence, clause, phrase, or word of this ordinance is for any reason held or declared to be unconstitutional, inoperative, or void by any court of competent jurisdiction, such holding shall not affect the remainder of this ordinance.

**SECTION 7.** This ordinance shall take effect immediately upon passage and adoption.

**Upon motion duly made and carried,** the foregoing Ordinance was approved upon the first reading on the 15th day of October 2025.

**Upon motion duly made and carried,** the foregoing Ordinance was approved and passed upon the second and final reading and public hearing on the 12th day of November 2025.

Ordinance Posted on the City's website on October 8, 2025.

Public hearing advertised on the City's website on October 21, 2025, and advertised in the Riverland News on October 31, 2025.

ATTEST:

**CITY OF DUNNELLON**

_____
Amanda L. Odom, CMC
City Clerk

_____
Walter L. Green, Mayor

Approved as to Form:

_____
Andrew J. Hand, City Attorney

**CERTIFICATE OF POSTING**

**I HEREBY CERTIFY** that copies of the foregoing Ordinance were posted at City Hall, the Chamber of Commerce, and Dunnellon Library, in the City of Dunnellon, Florida, and on the City's Official Website this 8th day of October 2025.

_____
Amanda L. Odom, CMC
City Clerk

# Business Impact Estimate

*This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Dunnellon's website by the time notice of the proposed ordinance is published.*

**ORDINANCE #ORD2025-11**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA, AMENDING ARTICLE XI OF THE CITY'S LAND DEVELOPMENT CODE; AMENDING SECTION 11.2 TO ADD A DEFINITION FOR "MONUMENT SIGN"; AMENDING SECTION 11.3 TO PERMIT ENTRYWAY AND MONUMENT SIGNS IN A-1 DISTRICTS AND RESIDENTIAL DISTRICTS (R-1, R-1A, R-1B, R-2, RBO) ON PROPERTIES OF FIVE ACRES OR MORE, SUBJECT TO SPECIFIED REQUIREMENTS REGARDING NUMBER, SIZE, HEIGHT, ILLUMINATION, MATERIALS, AND DESIGN; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or

[1] See Section 166.041(4)(c), Florida Statutes.

☒ The proposed ordinance is enacted to implement the following:

a. a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
b. b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
c. c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
d. d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
e. e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

In the best interests of the public's health, safety, and welfare, this ordinance amends Article XI of the City's Land Development Code to allow entryway and monument signs on A-1 properties and residential properties of five acres or more. The ordinance establishes reasonable size, height, and design standards for property identification signs while promoting public safety through proper construction requirements and indirect illumination standards. These amendments serve property owners' legitimate need to identify their premises while maintaining the rural and residential character of large-lot developments and agricultural areas.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

Minimal compliance costs are anticipated. Sign contractors and fabricators may need to familiarize themselves with the new sign category and specifications, but the ordinance establishes clear standards that align with existing construction practices. Compliance costs are limited to normal permitting fees and construction standards already required under the Florida Building Code.

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

The ordinance does not introduce any new charges or fees beyond existing building permit requirements already established under the Florida Building Code and current sign permitting procedures.

(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No additional regulatory costs are anticipated. The ordinance utilizes existing permit review processes and building code enforcement procedures. Permit revenues may increase modestly due to additional sign installations, but administrative costs will be absorbed within current staffing levels.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

Positive impact anticipated for local businesses. Sign manufacturing companies, contractors, landscaping businesses, and building supply retailers may experience increased demand for entryway and monument sign services. No negative impacts are expected, as the ordinance expands permitted sign types rather than restricting existing signage options.

4. Additional information the governing body deems useful (if any):

This ordinance responds to property owner requests for appropriate identification signage on large residential and agricultural properties. The 12-foot height limit and 32-square-foot size limit ensure signs are proportional to rural and large-lot residential settings. The requirement for indirect illumination only preserves the character of these areas while allowing appropriate visibility. The ordinance may stimulate local economic activity through increased demand for sign-related services while providing property owners with enhanced identification options for security and wayfinding purposes.

City of Dunnellon
Agenda Summary Form

**Meeting Date**: November 3, 2025

1. Responsible Department: City Clerk
2. Presenter: Mandy Odom, City Clerk
3. Recommended Action: Consider the offer submitted by James Gissy in the Amount of $150,000 in response to Bid #BID2025-05 for surplus property identified as Parcel Number 3380-0522-01 by the Marion County Property Appraiser and authorize preparation of the closing documents.

**Subject**: Sale of Surplus Property

**Request for Approval Summary Explanation & Background:**

On September 10, 2025, the City Council adopted Resolution #RES2025-36 allowing for the disposal of city-owned property located at 12014 N. Williams Street, Marion County Parcel ID No. 3380-0522-01. The City Council further directed staff to advertise and solicit offers for the sale of this property in accordance with Chapter 163.380, Florida Statutes.

One offer was received in accordance with the bid requirements and opened on November 3, 2025. The 2025 assessed value of the property by the Marion County Property Appraiser is $219,059.

The CRA Board will convene on November 12, 2025, to make a recommendation to the City Council to either reject or accept the offer. If the recommendation is to accept the offer, the proposed motion shall read as follows:

*In accordance with and having considered the criteria set forth in 163.380(2), Florida Statutes, I move to recommend that City Council accept the offer submitted by James Gissy in the Amount of $150,000 in response to Bid #BID2025-05 for surplus property identified as Parcel Number 3380-0522-01 by the Marion County Property Appraiser and authorize preparation of the closing documents.*

If it is the desire of the City Council to accept the offer, a public hearing will be noticed on the November 12, 2025 City Council meeting agenda and on the city's public notices website page. *163.380(2), Florida Statutes: In the event the value of such real property being disposed of is for less than the fair value, such disposition shall require the approval of the governing body, which approval may only be given following a duly noticed public hearing."*

**Procurement Method:** Sealed Bids
**Fiscal Information:** Restricted Revenue
**Attorney Review:** Yes

**RESOLUTION #RES2025-42**

**A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA, DECLARING CERTAIN PROPERTY AS SURPLUS AND PROVIDING FOR DISPOSAL THEREOF.**

**WHEREAS,** The City of Dunnellon has certain property that is considered as surplus; and

**WHEREAS,** The Dunnellon City Council wishes to dispose of said property via methods identified in Exhibit A, attached hereto; and

**WHEREAS,** The Dunnellon City Council finds that the surplus property is without commercial value and may be disposed of in accordance with 274.06, *Florida Statutes*.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Dunnellon, Florida, on this 12th day of November 2025, that:

1. The property outlined in "Exhibit A" identified as miscellaneous Police Department building contents and equipment is declared as surplus and shall be disposed of by various means in accordance with the Exhibit.
2. The property outlined in "Exhibit B" shall be disposed of by the most economical means as determined by city staff.

Upon motion duly made and carried, the foregoing resolution was adopted by the City Council of the City of Dunnellon this 12th day of November 2025.

**ATTEST:** **CITY OF DUNNELLON, FLORIDA**

_____ _____

Amanda L. Odom, CMC
City Clerk

Walter L. Green, Mayor

Approved as to form:

_____

Andrew J. Hand, City Attorney

First Draft 11/03/2025 Council Workshop
Second Draft 11/12/2025 Council Meeting

**Resolution #RES2025-42**
**EXHIBIT A**

| SURPLUS INVENTORY | | | |
|---|---|---|---|
| | | | |
| **QTY** | **GENERAL DESCRIPTION** | **VIN / MODEL / SERIAL** | **DISPOSITION** |
| 1 | Tan 2 Drawer Desk | None | Donate or Auction |
| 2 | Wooden one Shelf cart | None | Donate or Auction |
| 1 | Berg. Desk with shelf | None | Donate or Auction |
| 2 | three drawer file cab. Wood | None | Donate or Auction |
| 1 | three drawer desk | None | Donate or Auction |
| 4 | Metal File Cabinets | None | Donate - Jennings FL PD |
| 8 | Rolling Office Chairs | None | Donate or Auction |
| 25 | Metal Folding chairs | None | Donate (13) DCBA (12) Williston FL PD |
| 7 | Folding Tables 6'x30" | None | Donate - Williston FL PD |
| 2 | Bi-Fold Plastic Tables | None | Donate - Williston FL PD |
| 1 | No Functioning Shredder | None | Dispose |
| 1 | Antique Safe Locked | None | Donate or Auction |
| 1 | Motorola Base Radio 800 Hgz | Model HLN6042A | Donate - Williston FL PD |
| 1 | Motorola Mobile 800Hgz | Model XTL2500 SN 514CMF4058 | Technology Conservation Group |
| 1 | Motorola Mobile 800Hgz | Model XTL2500 SN 514CMF40589 | Technology Conservation Group |
| 1 | Motorola Mobile 800Hgz | Model XTL 2500 SN 514CMF 40592 | Technology Conservation Group |
| 19 | Dress Patrol Hat with Storage case | None | Donate - Jennings FL PD |
| 7 | Alum. Ticket Clipboards | None | Donate - Williston FL PD |
| 1 | 8x11 Alum Report Clipboard | None | Donate - Williston FL PD |
| 1 | Wooden one Shelf cart | None | Donate or Auction |
| 10 | Patrol Latent Prints Kits | None | Donate - Williston FL PD |
| 10 | Window Tint meters (expired) | None | Donate - Williston FL PD |
| 5 | Havis MDT vehicle mounts | None | Donate or Auction |
| 7 | Gun cleaning kits | None | Donate - Williston FL PD |
| 4 | Prisoner restraint belts Waist | None | Donate - Williston FL PD |
| 1 | Handheld Intoxilyzer | None | Donate - Williston FL PD |
| 3 | Four Drawer Metal File cabinets | None | Donate or Auction |
| 1 | Mini Fridgedaire | Avanti Mini Fridge | Dispose |
| 2 | Large Multi door evidence locker wooden | None | Donate or Auction |
| 1 | Ohaus Triple Beam Scale | None | Donate - Jennings FL PD |
| 1 | Ro Mac Impulse Sealer | None | Donate - Jennings FL PD |
| 1 | Five Drawer metal desk | None | Donate or Auction |
| 4 | Industrial five level shelf | None | Donate or Auction |
| 10 | Plastic desk style trash cans | None | Donate or Auction |
| 1 | Large box of assorted plastic evidence bags | None | Donate - Williston FL PD |
| 15 | Cardboard evidence gun storage boxes | None | Donate - Williston FL PD |
| 1 | Metal Shed 10'x 10' | None | Leave on property |
| 1 | Metal Shed 12'x 10' | None | Marion County Fire Rescue |
| 10 | Metal Folding Cots | None | Dispose |
| 5 | Folding Tents | None | Donate - DCBA |
| 0 | Misc. Car Cameras & Lights | None | Donate - Jennings FL PD |
| 1 | Refrigerator | SNBA11216385 | |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527CSZA939 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527CSZA944 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527CSZA946 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527CSZA943 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 514CGM0585 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527SCZA940 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527CSZA948 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 527SCZA949 | Sell to Agency or Sealed Bids |
| 1 | Motorola APEX 6500 Mobile in car radio | SN 514CGM0938 | Sell to Agency or Sealed Bids |

**Resolution #RES2025-42**
**EXHIBIT B**

| MISCELLANEOUS SCRAP METAL | |
|---|---|
| | |
| **GENERAL DESCRIPTION** | **DEPT** |
| Equipment Parts | PW |
| Fencing | PW |
| Signs | PW |
| Pipes | PW |
| Other Misc Metal | PW |

**RESOLUTION #RES2025-43**

**A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA AMENDING THE FISCAL YEAR 2024-25 BUDGET TO TRANSFER FUNDS FROM TAX INCREMENT FINANCING DISTRICT CAPITAL TO FUND EXPENSES FOR ROAD PROJECTS IN THE TAX INCREMENT FINANCING DISTRICT; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS**, due to unbudgeted expenses anticipated to be paid through the end of FY 2024-25, the City Council has determined it to be in the best interests of the City to amend the City's FY 2024-25 budget.

**NOW, THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA AS FOLLOWS:

**SECTION 1.** The "WHEREAS" clause above is hereby incorporated herein as a legislative finding.

**SECTION 2.** The City Council of the City of Dunnellon, Florida hereby amends the Fiscal Year 2024-25 budget as shown in Attachment A.

**SECTION 3.** If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, that holding in no way affects the remaining portions of this Resolution.

**SECTION 4.** All resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 5**. This Resolution shall take effect immediately upon its approval.

Upon motion duly made and carried, the foregoing Resolution was adopted by the City Council of the City of Dunnellon on the 12th day of November 2025.

**CITY OF DUNNELLON, FLORIDA**

_____
WALTER GREEN, MAYOR

**ATTEST:**

_____
AMANDA L. ODOM, CMC
CITY CLERK

Approved as to form and legality:

_____
Andrew Hand, City Attorney

Attachment A

**General Fund**

**From Expenses:**

| | |
|---|---|
| 130-552-550-60630 CAP IMP-NOT BLDGS | $273,083 |

**To Expenses:**

| | |
|---|---|
| 130-541-550-60630 CAP IMP-NOT BLDGS | $273,083 |

# City of Dunnellon

## Agenda Summary Form

**Meeting Date**: November 12, 2025

1. Responsible Department: City Clerk
2. Presenter: Mandy Odom, City Clerk
3. Recommended Action: Authorize the City of Ocala to piggyback City of Dunnellon's RFP No. 2020-01 with M.T. Causley for Building Official Services

**Subject**: Piggyback City of Dunnellon Contract for Building Inspection Services

**Request for Approval Summary Explanation & Background:**

The City of Ocala requires Building Official Services for facilities maintenance and construction projects. Staff identified an opportunity to leverage an existing contract held by the City of Dunnellon with M.T. Causley for Building Inspection Services for Residential and Commercial Properties (RFP No. 2020-01).

The Hernando County School District was recently authorized by the City Council to piggyback on the same contract, demonstrating its viability for governmental facility applications. Piggybacking this competitively procured contract will:

- Provide immediate access to qualified building inspection services
- Eliminate the time and expense of conducting a separate procurement process
- Leverage pricing already established through competitive bidding
- Utilize a vendor with proven experience serving Florida’s governmental agencies

The City of Ocala has contacted the City of Dunnellon and requested approval to piggyback off the City’s contract with M.T. Causley. All terms, conditions, and pricing would remain consistent with the original agreement, modified only to reflect City of Ocala as the contracting party.

This procurement method complies with Florida Statutes Section 287.042, which allows governmental entities to participate in cooperative purchasing agreements and piggyback contracts established by other governmental agencies.

**Procurement Method: N/A**

**Fiscal Information: N/A**

**Attorney Review: N/A**

**City Clerk Department Monthly Report**

**November 2025 – Year to Date**

**Prepared by: Mandy Odom, City Clerk**

---

## Summary

Activity within the Clerk's Department has stabilized and remained consistent. The successful filling of key vacancies with highly qualified and capable individuals, along with the establishment of contracted law enforcement services, has been instrumental in driving progress. These developments have strengthened our capacity to focus on core priorities and areas of critical importance such as capital road projects and the comprehensive plan.

---

## City Council/CRA Board Activities – Update quarterly beginning in January

- Agendas
- Minutes
- Ordinances
- Resolutions
- Agreements

---

## Department Activities – Update quarterly beginning in January

- Record Requests
- Business Tax Receipts
- Cemetery Lots
- Bids/RFPs

---

## Ongoing Projects

- Comprehensive Plan Update; coordinated effort with Community Development. Next joint meeting is 11/18 at 5:00.
- Capital Road Projects; coordinated effort with Public Works. Published to the website 11/6 and Riverland News on 11/14. Bids are due December 15th. Schedule for Council award in January.
- Surplus property disposition; police building
- Cyber security policy development and training
- Personnel Manual updates
- BMAP compliance activities – December 2nd, 1:00 – 3:00 pilot group session for the updated requirements and reporting process related to stormwater and ordinance education outreach efforts. This update expands the existing requirements, introducing more developed reporting and expectations for action.

**Community Development Department Monthly Report**
**November 2025**
**Prepared by: William Ary, Community Development Manager**

## Permitting Operations

**Performance Metrics**

- **September 2025**: 28 permits issued
- **October 2025**: 31 permits issued

## Short-Term Rental Registration Program

| **Current Status** | Registered on LG | Applicants on LG |
|---|---|---|
| Counts | | |
| Active | 20 | 19 |
| 56 | | |
| Inactive | 49 | % of registered |
| % of applied | | |
| Total | 105 | 48% |
| 58% | | |
| Total | | 70% |
| # that CE still has case on: | | 18 |

## Upcoming:

Waffle House should have a site plan submitted soon which will go to Planning Commission first and then Council.

Comprehensive Plan: As of now we are looking to finish reviewing the elements by the December meeting and then complete the Comp. Plan early 2026 to submit to the State. Once that happens, we will transition to making edits to the LDR's. There will be many changes across the LDR's so I will do my very best to share all information with you just like we have with the Comp. Plan elements, so everyone is aware of the logic associated with any changes.

CLG application: There are a few changes that we need to make to the Historic Codes. Most of these things are process & procedures that we already do but they are not written in the code, and the application requires it to be prior to the application being submitted. I submitted an Ordinance to the state to review on 11/6/2025 to see if it meets all the requirements before having the attorney review.

**Public Works Department Report**

**City of Dunnellon**
**November 2025**
**Prepared by: Chad A. Ward, Public Works Manager**

---

**Summary**

Public Works activities for the month of October. Mowing season has slowed down and focus has been on edging the sidewalks and right of ways. This far we've edged and cleaned up sidewalks from E & W Pennsylvania Ave., Powell Rd. Mckinney Ave., all the historic district, Delaware to Penn Ave, The Granada and Park Ave, Cedar St, Hale St. Ohio St. Robison Rd, Illinois St. This should complete edging of all city sidewalks.

All PD vehicles that were sold have been picked up and removed from city property by new owners.

Received quote from contractor on fencing along Rainbow River bridge on 484.

First quote came in at $19,065.00. We still must receive a second quote for the fence which we're hoping to have before next workshop meeting.

Generator has been removed for PD and installed at public works building. Kazar electric has completed hook to public works and generator is now live and running.

All signs for boat trailer parking at the overflow parking lot have been installed and city can start enforcing the parking regulations.

---

**Work Orders 94**

**Completed**

- 94 September

---

**Cemetery**

Month of October public works measured, marked and flagged a total of 6 grave sites for burial services. Sold 1 new grave site for burial.

---

**Litter Control**

Public Works picked up 80 gallons of trash around the city was working throughout the month. This is also part of our DEP reporting requirement.

---

**Code Enforcement:**

Code enforcement has had 4 new cases.

Closed out 7 old cases from past couple months

Out of the 37 cases with short-term rentals 20 have met or are working with the city to meet compliance.

Violation letters were sent to CSX and Track Line LLC. There has been no response as of 11/12/2025.

17 cases with the short-term rental will be sent to Magistrate due to non-response or failure to comply. Question is what course of punishment are we looking for?

These code violation(s) range from the following.

- No permits
- Property Maintenance
- Failure to Register Vacation Rentals

The high number of cases for the past month was due to Vacation rentals not registering.

---

**Stormwater DEP requirements:**

Public works inspected and maintained

- 4 Storm drains
- 21 DRA's
- 12 Outfalls
- 3 Catch Basins

# CITY OF DUNNELLON
# PRELIMINARY 9/30/25 FINANCIAL REPORT

| Row Labels | of 24-25 AMENDED BUDGET | f 24-25 ACTIVITY | UNDER/(OVER) BUDGET |
|---|---|---|---|
| **001 GENERAL FUND** | | | |
| **REVENUE** | **4,635,878.00** | **3,794,432.13** | **841,445.87** |
| 310 REVENUE: TAXES | 2,072,708.00 | 2,385,640.80 | (312,932.80) |
| 320 REVENUE: LIC & PERMITS | 199,197.00 | 186,046.89 | 13,150.11 |
| 324 IMPACT FEES | 4,271.00 | 1,123.58 | 3,147.42 |
| 330 INTERGOVERNMENTAL REVENUE | 350.00 | 58.84 | 291.16 |
| 331 FEDERAL GRANTS | 0.00 | 229,514.80 | (229,514.80) |
| 334 STATE GRANTS | 0.00 | 0.00 | 0.00 |
| 335 STATE SHARED REVENUE | 288,046.00 | 270,865.42 | 17,180.58 |
| 337 LOCAL GRANT | 794.00 | 0.00 | 794.00 |
| 340 CHARGES FOR SERVICES | 7,697.00 | 6,801.14 | 895.86 |
| 342 EMERGENCY SERVICE FEES | 6,000.00 | 3,245.33 | 2,754.67 |
| 343 SANITATION REVENUE | 288,714.00 | 209,426.04 | 79,287.96 |
| 344 TRANSPORTATION | 20,366.00 | 0.00 | 20,366.00 |
| 347 CULTURE/RECREATION | 5,100.00 | 11,014.02 | (5,914.02) |
| 350 FINES AND FORFEITURES | 10,152.00 | 17,386.99 | (7,234.99) |
| 360 MISCELLANEOUS REVENUE | 1,732,483.00 | 473,308.28 | 1,259,174.72 |
| **EXPENDITURE** | **4,635,878.00** | **3,444,666.33** | **1,191,211.67** |
| **511 CITY COUNCIL** | **323,217.00** | **221,716.24** | **101,500.76** |
| PERSONNEL | 30,160.00 | 26,055.77 | 4,104.23 |
| OPERATING | 58,038.00 | 19,808.18 | 38,229.82 |
| CAPITAL | 4,000.00 | 852.29 | 3,147.71 |
| DEBT SERVICE | 175,000.00 | 175,000.00 | 0.00 |
| OTHER | 56,019.00 | 0.00 | 56,019.00 |
| **513 CITY CLERK** | **415,764.00** | **402,158.05** | **13,605.95** |
| PERSONNEL | 297,644.00 | 296,639.47 | 1,004.53 |
| OPERATING | 89,967.00 | 76,030.74 | 13,936.26 |
| CAPITAL | 28,153.00 | 29,487.84 | (1,334.84) |

# CITY OF DUNNELLON
# PRELIMINARY 9/30/25 FINANCIAL REPORT

| Row Labels | of 24-25 AMENDED BUDGET | f 24-25 ACTIVITY | UNDER/(OVER) BUDGET |
|---|---|---|---|
| **514 LEGAL COUNSEL** | **77,847.00** | **88,803.06** | **(10,956.06)** |
| OPERATING | 77,847.00 | 88,803.06 | (10,956.06) |
| **515 COMPREHENSIVE PLANNING & DEV** | **172,819.00** | **173,439.84** | **(620.84)** |
| PERSONNEL | 59,250.00 | 88,702.33 | (29,452.33) |
| OPERATING | 110,069.00 | 81,287.51 | 28,781.49 |
| CAPITAL | 3,500.00 | 3,450.00 | 50.00 |
| **516 INFORMATION TECHNOLOGY** | **15,345.00** | **13,676.75** | **1,668.25** |
| OPERATING | 15,345.00 | 13,676.75 | 1,668.25 |
| **517 FINANCE** | **346,726.00** | **270,371.09** | **76,354.91** |
| PERSONNEL | 187,878.00 | 174,128.33 | 13,749.67 |
| OPERATING | 53,009.00 | 28,324.78 | 24,684.22 |
| CAPITAL | 79,335.00 | 67,917.98 | 11,417.02 |
| OTHER | 26,504.00 | 0.00 | 26,504.00 |
| **518 BUILDING REPAIR/MAINTENAN** | **63,577.00** | **39,391.87** | **24,185.13** |
| PERSONNEL | 17,910.00 | 19,841.16 | (1,931.16) |
| OPERATING | 45,667.00 | 19,550.71 | 26,116.29 |
| CAPITAL | 0.00 | 0.00 | 0.00 |
| **519 GARAGE** | **17,773.00** | **14,647.48** | **3,125.52** |
| PERSONNEL | 14,061.00 | 13,616.96 | 444.04 |
| OPERATING | 3,712.00 | 1,030.52 | 2,681.48 |
| **521 LAW ENFORCEMENT** | **1,405,820.00** | **1,041,518.96** | **364,301.04** |
| PERSONNEL | 907,261.00 | 526,094.62 | 381,166.38 |
| OPERATING | 226,829.00 | 478,502.05 | (251,673.05) |
| CAPITAL | 143,500.00 | 22,497.00 | 121,003.00 |
| DEBT SERVICE | 30,649.00 | 14,425.29 | 16,223.71 |
| OTHER | 97,581.00 | 0.00 | 97,581.00 |
| **522 FIRE/RESCUE CONTROL** | **8,926.00** | **9,089.17** | **(163.17)** |
| OPERATING | 8,926.00 | 9,089.17 | (163.17) |

# CITY OF DUNNELLON
# PRELIMINARY 9/30/25 FINANCIAL REPORT

| Row Labels | of 24-25 AMENDED BUDGET | f 24-25 ACTIVITY | UNDER/(OVER) BUDGET |
|---|---|---|---|
| **523 ANIMAL CONTROL** | **15,391.00** | **15,345.76** | **45.24** |
| PERSONNEL | 2,566.00 | 2,520.80 | 45.20 |
| OPERATING | 12,825.00 | 12,824.96 | 0.04 |
| **524 PROTECTIVE INSPECTIONS** | **132,927.00** | **92,876.26** | **40,050.74** |
| PERSONNEL | 85,923.00 | 53,437.79 | 32,485.21 |
| OPERATING | 47,004.00 | 39,438.47 | 7,565.53 |
| **534 SANITATION DEPT** | **209,845.00** | **171,347.31** | **38,497.69** |
| PERSONNEL | 2,566.00 | 2,520.75 | 45.25 |
| OPERATING | 207,279.00 | 168,826.56 | 38,452.44 |
| **539 CEMETERY** | **52,008.00** | **32,244.81** | **19,763.19** |
| PERSONNEL | 32,640.00 | 24,229.86 | 8,410.14 |
| OPERATING | 10,708.00 | 8,014.95 | 2,693.05 |
| OTHER | 8,660.00 | 0.00 | 8,660.00 |
| **541 ROADS & STS FACILITIES** | **1,304,857.00** | **798,395.50** | **506,461.50** |
| PERSONNEL | 118,195.00 | 90,443.51 | 27,751.49 |
| OPERATING | 167,638.00 | 126,374.38 | 41,263.62 |
| CAPITAL | 976,147.00 | 581,577.61 | 394,569.39 |
| OTHER | 42,877.00 | 0.00 | 42,877.00 |
| **562 MOSQUITO CONTROL** | **2,149.00** | **2,122.59** | **26.41** |
| PERSONNEL | 1,287.00 | 1,260.63 | 26.37 |
| OPERATING | 862.00 | 861.96 | 0.04 |
| **572 PARKS AND RECREATION** | **70,887.00** | **56,604.69** | **14,282.31** |
| PERSONNEL | 31,093.00 | 23,243.71 | 7,849.29 |
| OPERATING | 39,794.00 | 33,360.98 | 6,433.02 |
| CAPITAL | 0.00 | 0.00 | 0.00 |
| **575 POLICE TRUST EXPENSE** | **0.00** | **916.90** | **(916.90)** |

# CITY OF DUNNELLON
# PRELIMINARY 9/30/25 FINANCIAL REPORT

| Row Labels | of 24-25 AMENDED BUDGET | f 24-25 ACTIVITY | UNDER/(OVER) BUDGET |
|---|---|---|---|
| **130 TAX INCREMENT FINANCING DIST** | | | |
| **REVENUE** | **1,005,982.00** | **498,481.46** | **507,500.54** |
| 310 REVENUE: TAXES | 462,017.00 | 462,803.56 | (786.56) |
| 360 MISCELLANEOUS REVENUE | 543,965.00 | 35,677.90 | 508,287.10 |
| **EXPENDITURE** | **1,005,982.00** | **374,017.88** | **631,964.12** |
| **541 ROADS & STS FACILITIES** | **0.00** | **273,082.14** | **(273,082.14)** |
| OPERATING | 0.00 | 6,815.20 | (6,815.20) |
| CAPITAL | 0.00 | 266,266.94 | (266,266.94) |
| **552 INDUSTRY DEVELOPMENT** | **1,005,982.00** | **100,935.74** | **905,046.26** |
| PERSONNEL | 126,384.00 | 85,197.30 | 41,186.70 |
| OPERATING | 94,508.00 | 10,738.44 | 83,769.56 |
| CAPITAL | 685,090.00 | 0.00 | 685,090.00 |
| OTHER | 100,000.00 | 5,000.00 | 95,000.00 |

# CITY OF DUNNELLON
## FISCAL YEAR 24-25 YEAR END BUDGET AMENDMENT

| Row Labels | 001 GENERAL FUND of 24-25 AMENDED BUDGET | 001 GENERAL FUND of 24-25 ACTIVITY | 130 TAX INCREMENT FINANCING DIST of 24-25 AMENDED BUDGET | 130 TAX INCREMENT FINANCING DIST of 24-25 ACTIVITY | GENERAL FUND UNDER/(OVER) | TIFD FUND UNDER/(OVER) |
|---|---|---|---|---|---|---|
| **EXPENDITURE** | | | | | | |
| GENERAL GOVERNMENT | 1,175,545.00 | 1,049,204.38 | 1,005,982.00 | 100,935.74 | 126,340.62 | 905,046.26 |
| PUBLIC SAFETY | 1,434,834.00 | 1,145,321.76 | | | 289,512.24 | |
| PHYSICAL ENVIRONMENT | 261,853.00 | 203,592.12 | | | 58,260.88 | |
| TRANSPORTATION | 1,261,980.00 | 798,395.50 | 0.00 | 273,082.14 | 463,584.50 | (273,082.14) |
| HUMAN SERVICES | 2,149.00 | 2,122.59 | | | 26.41 | |
| CULTURE AND RECREATION | 70,887.00 | 56,604.69 | | | 14,282.31 | |
| DEBT SERVICE | 205,649.00 | 189,425.29 | | | 16,223.71 | |
| OTHER | 222,981.00 | 0.00 | | | 222,981.00 | |
| **Grand Total** | **4,635,878.00** | **3,444,666.33** | **1,005,982.00** | **374,017.88** | **1,191,211.67** | **631,964.12** |