

Agenda
City of Dunnellon
20750 River Drive, Dunnellon, FL 34431
City Council Meeting
August 13, 2025, 5:30 PM

Dunnellon City Council meeting will be held on August 13, 2025, 5:30 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 Wednesday, August 6, 2025. The agenda was amended on Wednesday, August 13th 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:

[October 7 2024 Workshop_Amended.pdf](#)

[January 6 2025 Workshop_Amended.pdf](#)

April 7 2025 Workshop.pdf
April 16 2025 Meeting.pdf
May 5 2025 Workshop.pdf
May 14 2025 Meeting.pdf

Authorize the purchase of a 2023 Ford F250SD Lariat Pickup Truck in the amount of \$34,999 after trade in

Documents:

Agenda Summary Purchase Request Public Works Truck.pdf

Ratify Application to the Florida Department of Commerce (FDOC) for Technical Assistance Grant

Documents:

Community Planning Technical Assistance Grant.pdf

Regular Agenda

1. Marion County Sheriff's Office Report

Quasi-Judicial Hearing Statement

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.

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 (Notification to applicant and adjacent property owners on 07/07/2025, published on the City's website 07/08/2025 and in the Riverland News on 07/25/2025)

Documents:

[Staff Report for Variance VAR2025-01.pdf](#)

- 2.b** Consideration of Application #PZ20250001, Request for Variance #VAR2025-01, General Buffer Requirements by GH&G Florida, LLC, Parcel #33615-000-02

Accept Public Comment

Proposed Motion: I move Variance #VAR2025-01 be approved.

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.

3. Ordinances

- 3.a** Public Hearing - Ordinance #ORD2025-02, Indian Cove Rezone (posted on the City Website 07/24/2025 and in the Riverland News on 08/01/2025)

First Reading Ordinance #ORD2025-02, Indian Cove Rezone

Accept Public Comment

Proposed Motion: I move Ordinance #ORD2025-02 be read by title only.

Proposed Motion: I move Ordinance #ORD2025-02 be approved.

Documents:

[Ordinance ORD2025-02 Business Impact Estimate.pdf](#)
[Ordinance ORD2025-02 Rezoning Parcel 34529-002-00.pdf](#)

3.b Public Hearing - Ordinance #ORD2025-08, Vacation Rental Ordinance Revisions
(posted on the City Website 07/22/2025 and in the Riverland News on 08/01/2025)

Final Reading Ordinance #ORD2025-08, Vacation Rental Ordinance Revisions

Accept Public Comment

Proposed Motion: I move Ordinance #ORD2025-08 be read by title only.

Proposed Motion: I move Ordinance #ORD2025-08 be approved.

Documents:

[Ordinance ORD2025-08 Business Impact Estimate.pdf](#)
[Ordinance ORD2025-08 Vacation Rental Ordinance Revisions.pdf](#)

4. Resolutions

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

Accept Public Comment

Proposed Motion: I move Resolution #RES2025-20 be read by title only.

Proposed Motion: I move Resolution #RES2025-20 be approved.

Documents:

[Resolution RES2025-20 Personel Manual Amendment_Salary Classification Plan.pdf](#)

4.b Resolution #RES2025-22, Plat Approval

Accept Public Comment

Proposed Motion: I move Resolution #RES2025-22 be read by title only.

Proposed Motion: I move Resolution #RES2025-22 be approved.

Documents:

[Resolution RES2025-22 Plat Administrative Designation.pdf](#)

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

Accept Public Comment

Proposed Motion: I move Resolution #RES2025-24 be read by title only.

Proposed Motion: I move Resolution #RES2025-24 be approved.

Documents:

5. Regular Agenda Items

5.a Bid #BID2025-03, Surplus Vehicles

Accept Public Comment

Proposed Motion: I move Bid #BID2025-03 be awarded to _____ in the amount of \$_____.

Documents:

[Agenda Summary for BID2025-03.pdf](#)

6. Department Reports

7. Council Liaison Reports and Comments

8. 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
City Council Workshop**

Date: October 07, 2024

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 5:34 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. Councilwoman Hanchar provided the invocation.

Roll Call

Walter Green, Mayor, Seat 1

Vacant, Councilperson, Seat 2

Tim Inskeep, Vice-Mayor, Seat 3

Rex Lehmann, Councilman, Seat 4

Valerie Hanchar, Councilwoman, Seat 5

Staff Present

Mandy Odom, City Clerk

Jan Smith, Finance Officer

Schonna McLean, Finance Officer

Chad Ward, Public Works Manager

Chief Chris Scaglione, Police Department

Captain Ron Bray, Police Department

Michelle Leonard, Assistant City Clerk

Ron Brown, Community Development Supervisor

Julie Danowski, Records Clerk

Legal Counsel

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

Proof of Publication

The agenda was posted on the City's website and City Hall bulletin board on Monday, September 30, 2024. The agenda was amended on Wednesday, October 2nd to add Police Introductions, item #5d, backup to item #4c, and item #7a.

Police Officer Introductions

Chief Scaglione stated he had introduced his officers once before but it was quite a while ago and he has hired some new Officers. He proceeded to introduce each Officer present and announced Officer Bairstow has just transitioned from part-time to full-time. He added Officer Ezra Ramjit couldn't be present because he had to take someone to the jail.

Mayor Green thanked the Officers and Chief Scaglione for all their efforts.

1) Public Comment

There were no public comments.

2) Board Reports

There were no board reports.

3) Dunnellon Chamber and Business Association Reports

Judy Terwilliger, Executive Director, read the monthly report into the record:

“New Members

WS Fishing Sales

Patsy & Co. Salon

The Art Addicts

Jeff Norton Digital

Upcoming Events

Oct. 7, 14, 21, 28 - Bingo Night at Cheers 5:00 pm – 7:00 pm. 19330 SW 83rd Place Rd.

Oct. 23- Musical Trivia at Cheers 6:30- 8:30 pm 19330 SW 83rd Place Rd.

Oct. 2, 16, 30 - Tropical Trivia at Cheers 6:30 pm – 8:30 pm. 19330 SW 83rd Place Rd.

Oct. 5, 12, 19, 26- Sparr Building Supply Farm Swap 8:00 am – 12:00 pm. 2915 W. Dunnellon Rd

Oct. 11- Tiny Jams at Gipsy Guitars Life. 20372 E. Pennsylvania Ave.

Oct. 12- Two Rivers Music Festival & Food Truck Rally 5:00 pm – 10:00 pm. Bostick St. & E. Pennsylvania Ave.

Oct. 17- Diabetes Support Group 8:00 am – 5:00 pm. River Life Church 2872 W. Dunnellon Rd.

Oct. 20- Dunnellon Poetry Meeting 2:00 pm – 4:00 pm Rainbow Springs Art. 20804 W. Pennsylvania Ave.”

4) Discussion

4.a) Lease Agreement #AGR2020-05, Rainbow Springs Art, Inc.

Mrs. Odom reminded Council they directed staff to advertise and work with a realtor, if necessary, to solicit offers for the sale of 20804 W. Pennsylvania Ave. She explained Rainbow Springs Art is requesting a month-to-month lease extension, at their current rate, effective January 1, 2025. She stated she has left a voice mail for OpticalTel staff and will be sending a follow up email as well. She provided three options for Council to consider in reference to RSA’s lease.

Councilman Lehman stated he supports proceeding with soliciting for proposals, but he would like a clause added to the contract allowing RSA to remain in the building until June. He added they can pay rent to OpticalTel, if they decide to purchase the building. He said we know RSA is in the process of transitioning to a new building and are trying to run a business. He asserted it is right to do as much as we can to try to help the businesses in our Historic District.

Mrs. Odom commented we can’t be sure if another buyer would be willing to negotiate, but OpticalTel may be willing to allow the extended lease.

Councilwoman Hanchar stated regardless of who buys the building, having a tenant in a rental property is not typically detrimental to buyers. She asked about the termination clause and Mrs. Odom offered to look into it. She suggested going forward with speaking to a realtor if OpticalTel doesn't respond. She said she agrees we need to support our local businesses and added the taxpayers will not lose any money if we extended the lease.

Vice-Mayor Inskeep stated there needs to be language included in the lease in the event the buyer doesn't want to take on a tenant.

There was discussion between Councilwoman Hanchar and Vice-Mayor Inskeep regarding past Council decisions.

Mayor Green asserted we need to determine what is advantageous to the citizens at this time. He said anything which has happened in the past can be discussed, but we need to be congenial with each other.

Vice-Mayor Inskeep stressed his point regarding the importance of including a 30-day time limit on the RSA lease in the sales agreement.

Councilwoman Hanchar and Councilman Lehmann suggested a 60-day time limit. Vice-Mayor Inskeep rebutted, saying we should allow the buyer to determine the limit. Mayor Green stated he did not object to a 60-day time limit.

Vice-Mayor Inskeep stated RSA is seeking terms allowing them to continue their lease to June 1, 2025 and we need to give them an answer. He said this is why we need to determine the length of time now.

There was further discussion regarding the lease agreement details upon the sale of the property.

Vice-Mayor Inskeep asked when staff will advertise the sale. Mrs. Odom replied she has been waiting for Council consensus regarding RSA before listing it.

Councilman Lehmann questioned Vice-Mayor Inskeep about the reason he is pushing to have the building sold. He stated it seems Vice-Mayor Inskeep knows someone who may have an interest in purchasing. Vice-Mayor Inskeep retorted he doesn't know anyone other than OpticalTel who may be interested in the building. He emphatically added this question has come up before and is not pushing to get rid of it, but rather trying to help the taxpayers.

A discussion followed regarding past conversations and where this idea had originated.

Mayor Green stated we have expressed our thoughts on this issue and our City Clerk has asked for direction. He commented three Council members have agreed 60 days is fine. Vice-Mayor Inskeep stated he understands and is aware it will be up for a vote next week.

4.b) Dunnellon Little League Use Agreement #AGR2022-08

Councilwoman Hanchar announced the President from the Dunnellon Little League is unable to make the workshop but will attend the meeting next week instead. Vice-Mayor Inskeep replied this discussion should be held in a workshop because meetings are for matters which have already been discussed. Councilwoman Hanchar stated his schedule didn't work with our workshop date. She added she invited him to introduce himself to Council and to provide some facts about the Dunnellon Little League rather than to discuss problems.

Mayor Green asked if Council is interested in having this discussion at the meeting. Council majority agreed, with Vice-Mayor Inskeep objecting. Mayor Green asked Mrs. Odom to add this to the meeting agenda.

Vice-Mayor Inskeep asserted there are agreements in place for a reason and they are made so people understand and follow the rules. He stated we are receiving numerous complaints and agreement breaches. He said the ball field must be maintained in season or out of season. He explained the City is also receiving numerous complaints from the neighborhood citizens about ball field attendees speeding on their roads. He exclaimed we need to exercise the clauses in the agreement and stop the traffic before someone's child is hit by a car. He commented it isn't right to ignore the concerns of the residents in Dunnellon Heights simply because it is the Dunnellon Little League.

Mayor Green stated if we have a problem involving safety and speed, it is a law enforcement issue and we are to rely on them. He said we do have problems in that area and we need to curtail the speeding on those streets.

Chief Scaglione said his team is looking into it and he needs to confirm speed limit studies have been completed. He added it would be helpful if the Dunnellon Little League would send a schedule of their games. Councilwoman Hanchar replied she will ask him to bring a schedule next week.

Mr. Ward remarked we have received nine complaints about the condition of the ballfield and they are blaming the City when their kids become covered with sand spurs. He advised we need to review the contract to understand whose job it is to maintain the field. Councilwoman Hanchar replied the field has always been maintained by the parents.

There was further debate regarding the agreement.

4.c) Stormwater Education for MS4 Compliance

Mrs. Odom stated she and Mr. Ward attended a stormwater permit compliance audit on August 29th which was very enlightening. She explained we have been partly negligible in our public outreach and education. She said to meet the public education requirement for our permit, she will read the Public Education Handout.

Mrs. Odom read the following into the record:

“The Public Services Department is responsible for maintaining and improving stormwater management throughout the City limits to include swales, storm drains, drainage retention areas (DRA) and water retention areas (WRA) not maintained by the county or state, and responding to flood emergencies to prevent future events, and responding to and addressing citizen complaints or requests.

In order to comply with the City’s stormwater permit and MS4 reporting requirements, the City is required to distribute educational materials or conduct equivalent outreach activities about the adverse environmental impacts caused by polluted stormwater and the steps the public can take to reduce pollutants in stormwater runoff.

In that effort, we have distributed “Illicit Discharge Detection & Elimination” brochures to tonight’s meeting guests. We would also like to provide some very basic information to Council and the public addressing illicit discharge into our storm drains.

What is Illicit Discharge?

An Illicit Discharge is ANY disposal, emptying or dumping of any substance other than rainfall into the stormwater drainage system. Pollutants entering Dunnellon’s stormwater system do not flow to the water treatment plant; they empty into our local rivers and wetlands! Chemicals and nutrients become stormwater pollution as they are soaked up by the passing water. The stormwater pollution is harmful and can lead to algae blooms, resulting in inadequate oxygen levels and other impacts to fish and wildlife.

Improper disposal of oil-based paints, mineral spirits, pool chemicals, pesticides, or other home chemicals can pollute Dunnellon’s sensitive environment. Did you know that used automobile batteries and fluids can be returned to an auto parts shop?

Stormwater runoff is rain that does not soak into the ground where it falls. This water runs off yards, streets and parking lots into storm sewers or waterways and carries a variety of pollutants including fertilizers, yard waste, paint, gasoline, motor oil, pesticides, weed killer, pet wastes, detergents and soaps.

These pollutants entering storm drains end up in our Rainbow and Withlacoochee Rivers. Be sure to maintain a “fertilizer-free” zone around all storm drains and be sure that pet waste and yard clippings near storm drains are picked up and disposed of properly.

Disposing Cooking Waste - *Cooking oil and grease are wastes that the sewer system cannot handle and should not be discarded down the sink. Dumping grease, fats and oil can clog sewer lines causing sewage back-ups and flooding. Sewage back-ups can damage personal property, public property and the surrounding environment. DO NOT dump cooking oil, poultry fat and grease into the kitchen sink or the toilet bowl. DO NOT use hot water and soap to wash grease down the sink because it will cool and harden in your pipes or in the sewer down the line. DO place*

cooled cooking oil, poultry and meat fats in sealed non-recyclable containers and discard with your regular garbage. DO use paper towels to wipe residual grease or oil off dishes, pots and pans prior to washing them.

Disposing Pharmaceuticals - *Flushing medications down the toilet or throwing them into your trash can also be harmful to our environment. These pharmaceuticals can end up in our water system. Residents can dispose properly of expired prescriptions, over-the-counter medications, needles and "sharps," by visiting the Dunnellon Police Department at 12014 S. Williams Street, 352-465-8510.*

Water quality is important to improve and sustain our springs and waterways in Dunnellon and Marion County for future generations to enjoy. Keeping this ecosystem and fishery healthy is critical to protecting the quality of life of the community and wildlife, as well as our local economy.

If you have any questions, or to report a possible illicit discharge, please call the City of Dunnellon (352) 465-8500 x 1102 or visit the City's website at <http://www.dunnellon.org> and select Departments, Public Works, NPDES Stormwater Compliance."

Mrs. Odom stated, in addition, we have a storm water page on our website and folded brochures are available in the lobby.

Councilman Lehmann asked Mrs. Odom to clarify why this had to be read into the record. Mrs. Odom replied it is something which must be done annually for public outreach. She said we are trying to catch up and get back on track so our next audit will be a little easier.

4.d) Vacation Rental Registration Fees

Mrs. Odom announced she added this topic to the agenda to begin Council discussions regarding annual registration fees and renewals. She said she will need to bring forward a Resolution establishing fees soon if we would like to meet the January 1st deadline.

Attorney Hand added the fees Council decides upon must be reasonable. He stated he is unable to provide data from another City because every community is different and fees are dependent upon staff incurred expenses. He said any fee they choose can always be adjusted in the future.

There was further Council discussion regarding the quotes for software, whether software is even needed, and State registrations.

Attorney Hand stated these fees are about registration rather than enforcement and there are a lot of options. He reiterated it is important for Council to make sure everything is in the realm of reasonable when it comes to fees.

Mrs. Odom stated she will research the estimated staff time and work toward the software information, but she doesn't believe implementing the software by January 1st will be possible.

Mrs. Smith announced a company interested in the City's business has reached out to her on numerous occasions. She described the company's business plan in reference to tracking short-term rental ownership and registration. She said she will provide the information to Mrs. Odom because it may be worth considering rather than purchasing software.

Further discussion followed regarding people who don't register with the State, fairness, impact fees, and the possibility of needing more police services.

5) Regular Agenda Items

5.a) Amendment #6 to Agreement #AGR2009-03, Powell & Jones CPA's

Mrs. Smith stated this is the last year of the City's contract. She said the audit will begin again in the middle of December with a contract extension for an additional three years. She explained the fee increase is \$1,000 per year and that there could be a stand-alone CRA audit depending on the CRA funds at the end of the year. She said Powell & Jones CPA's are interested in continuing their relationship with the City and staff has had an excellent working relationship with them. She stated staff is requesting Council's authorization to amend the agreement.

Councilwoman Hanchar asked if we have received quotes from other companies. Mrs. Smith replied she doesn't know what other firms charge. She said it would be a major process to go out to bid because it involves establishing an audit committee. She explained audit firms book quickly and an RFP would need to be issued very soon if Council would like to move in that direction.

Mrs. McLean stated she has worked with Powell & Jones as well and they are easy to work with. She said other firms are good at causing interruptions for staff, but Powell & Jones tries very hard to avoid this.

Mrs. Smith suggested waiting to consider making a change to allow time for the new Finance Officer to get up to speed. Vice-Mayor Inskeep commented a 3% increase is much more reasonable and asked if the Powell & Jones' increase was negotiable. Mrs. Smith replied she will bring the question to them and find out.

There was further discussion regarding a single budget audit.

5.b) Historic Board Appointments

Mr. Brown spoke about the Historic Board member changes which include Wilton Martin's reappointment, Jane Keele's resignation, and Angie Rosier's desire to promote to a full member. He stated he needs to reconfirm with Ms. Rosier before next week.

Councilwoman Hanchar suggested recognizing Ms. Keele, in November, for her many years of dedication to the board and Council agreed.

5.c) Disposal of Surplus Property in response to Bid #BID2024-05 for Chestnut Street Lot

Mrs. Odom stated Council passed a Resolution to surplus the property located at the corner of Ohio and Chestnut Streets. She stated she received one offer from Practical Behavior Solutions

in the amount of \$25,000. She explained the property is adjacent to them and they currently use it for parking. Mrs. Odom asked for a special CRA meeting next week to put it before the board for a vote followed by a Council vote at the regular meeting.

Attorney Hand stated their firm will develop the closing documents and the City will request the purchaser pay the closing costs. He said this means all costs will be incurred by the purchaser, including attorney fees other than his own final review.

Vice-Mayor Inskeep stated he has no issue with the offer and suggested having the CRA meeting at 5:30 p.m. next week. He said it will only take a moment for this discussion, then we can immediately follow it with the Council meeting and Council agreed.

Mrs. Odom asked Attorney Hand if there must be a reasonable offer based on the property value. Attorney Hand replied the City doesn't have to accept the highest and best offer. He explained if there comes a situation where the property is disposed of at less than value, it needs to be discussed at a public hearing. He stated he will review the law to make sure no additional advertisements need to be posted.

Councilman Lehmann stated there is a problem with available parking on Walnut St. and asked if there are any other citizens using this area for parking. Vice-Mayor Inskeep stated Practical Behavioral Solutions uses the entire space.

5.d) Agreement #AGR2024-26 Lexipol, LLC – Law Enforcement Policy Manual

Captain Bray reminded Council this topic was discussed in August and they presented three vendors who met their criteria. He said they chose Lexipol as their primary vender. He provided selection details and fees involved. He spoke further about the labor agreement, police policy, and governmental compliance.

Mayor Green confirmed this manual places us in compliance with best practices for our Police Department. Captain Bray stated the funds were added to the budget and asked Council to allow them to use those funds and move forward.

Councilwoman Hanchar asked how long the agreement will recur at the same rate. Captain Bray replied it shouldn't change because it's just maintenance going forward.

Council agreed to add this item to the consent agenda.

6) Staff Agenda Items

6.a) Impact Fees – Jan Smith, Finance Officer

Mrs. Smith stated she has spoken with financial consultants regarding the steps needed to impose impact fees. She said there are four steps we need to take and they include developing a CIP, hiring a consultant, consultant review, and fee adoption by Ordinance. She added this will go hand in hand with the long-term Capital Improvement Plan.

7) Resolutions

7.a) Resolution #RES2024-32, Surplus Equipment

Mrs. Odom stated we have electronics, miscellaneous office supplies, two mowers, and a trailer which require surplussing. She said Mr. Ward feels he can get more money for the mowers and trailer with a sealed bid and have determined a minimum bid of \$8,000 for them to be sold as a package.

8) Council Agenda Items

8.a) Vice-Mayor Inskeep

*** Pay Policies During Declared Emergencies**

Vice-Mayor Inskeep stated it is reasonable for staff to be required to make up lost hours after being sent home for weather related safety. He said the amount of production time being lost is significant and provided examples.

Councilman Lehmann stated he doesn't see this as an issue. He said if we get a damaging storm, staff's work pace increases when they return because of clean up responsibilities. He stated there will be a lot of extra work which makes up for the time they lost.

Vice-Mayor Inskeep stated employees already have 25 paid days off per year, which does not include vacation time. He said we need to put an emotional shield up and make sure there is productivity.

Councilwoman Hanchar stated there is no agency which she has found, in the State of Florida or Georgia, which require staff to make up time after an emergency. She said she will never vote to have any employee make up work. She further asserted the City leadership and their staff are on call for 24 hours during these storms.

Mayor Green stated any time there is an emergency, the world continues to turn. He said the public doesn't see what goes on behind the scenes. He pointed out the after-hour emails and phone calls which are answered by our staff members, who are dedicated to serve the citizens, regardless of the time of day. He asserted he has never had a problem with obtaining a response, anytime day or night, and he appreciates this. He said sometimes their obligation is less, but sometimes it's a whole lot more and believes the service time balances out. He advised Council we have a City Clerk who has been here many years and knows how to balance her staff. He commented he will leave it to her to discuss the issues with her employees.

*** Sick Leave**

Vice-Mayor Inskeep asked to table this topic.

*** Christmas Parade Cost/Split**

Vice-Mayor Inskeep stated last year the City split the cost of the Christmas Parade event with the Dunnellon Chamber and Business Association. He said because the Christmas Parade is a local event, it makes sense to him to split the cost again with the DCBA. He explained last year it was roughly \$500 in service hours. Mrs. Odom added when the parade is permitted, Chief Scaglione

determines how many officers are needed and Mr. Ward's department takes care of the barricades. Council agreed with Vice-Mayor Inskeep to split the cost.

*** Police Department Structure**

Vice-Mayor Inskeep asked to table this topic.

8.b) Councilman Lehmann

*** Blue Run Park Management**

Councilman Lehmann spoke about the letter the Council sent to Marion County regarding the management of Blue Run Park. He pointed out Marion County stated the park was the gemstone of their aquatic adventures and they are eager to assume ownership. He asked because we didn't dispute their ownership comment, does it mean they can assume control without our approval. Attorney Hand replied no, because assuming control will require a charter amendment and a referendum.

9) Department Reports

Mrs. Smith spoke about the Capital Improvement Plan. She stated because of the gas tax issue, which was brought forward during the last meeting, she had a conversation with the auditors and there is a way to capture road and transfer projects within the CRA budget.

She suggested Council place road projects on hold for a couple of years to allow Marion County to capture the data in their five-year analysis plan. She explained this action could help fund the roads in the future by providing a larger revenue from the gas tax. She stated we wouldn't budget roads, but we would earmark the funds.

There were further questions and discussion regarding road funding, impact fees, and adding accounting lines.

Vice-Mayor Inskeep stated we have lost \$360,000 in tax revenue because we didn't understand how these tax distributions work. He said we need to examine the conditions of our roads and add as many as we can. He spoke about how the auditors review our reports, correcting coding, future Councils, 1 cent tax, school tax, and how the plan will be paid for.

Mr. Ward stated his department is gearing up for the hurricane. He said we have a record number of people getting sandbags and could use volunteers. He announced he expects traffic to increase over the next two days and already receiving calls regarding traffic jams. Councilwoman Hanchar noted the Sheriff's prisoners have helped in the past. Mr. Ward replied the Sheriff's Department doesn't have the staffing available to stand guard with the inmates.

Chief Scaglione informed Council the State confirmed the delivery location of the electronic message board, stating it should be here by now but might be caught in traffic. Mr. Ward advised everyone in the days following the hurricane, Public Works' priority will be to clear downed power lines and tree debris from the roadway. He asserted our citizens need to understand the priority, because safety is our first concern.

Councilman Lehmann stated there are a lot of large piles of debris in Vogt Springs and asked if we have contracted with anyone. Mr. Ward replied we do have a company we work with for storm debris removal, but didn't have enough debris to make it worth their while to come out. Councilman Lehmann made suggestions about letting citizens know about debris pickup. Mrs. Odom explained the Waste Management process for debris removal.

Chief Scaglione stated they conducted a traffic operation, which resulted in 60 contacts and at least one arrest. He shared there is a new family in Dunnellon Heights with teenage kids and the kids have been causing problems by destroying things in the ball field. He provided details about how the kids have been made to make amends. He spoke about impact fees and how the implementation will cause increased needs for the Police Department.

Chief Scaglione provided an update on storm preparation and stated his team is starting 12-hour shifts. He said the traffic did build up, but seemed to handle itself. He advised the gas stations have run out of gas and there have been altercations at the pumps. He explained one station who had gas asked the police to close the station for them because it was getting out of hand. He stated he sent a request to Marion County EOC to come out to help open the roads and they agreed to open CR 484 and US 41, but everything else will be for Public Works to handle. He stated he had also asked for help from Sheriff Deputies with the traffic if needed, but the request was denied. He said he understands they are overwhelmed too.

Chief Scaglione announced Marion County has issued a mandatory evacuation for mobile homes and RV's, which was amended to include anyone who feels unsafe in their home. He said there are eight shelters open throughout the County, with Westport High School accepting special needs citizens. He advised Council he will wait until tomorrow to decide when to close City Hall.

Mayor Green complimented Chief Scaglione on his social media posts. He noticed it is being copied and shared a lot. He said the citizens are glad to see their posts.

10) Council Comments

Councilman Lehmann stated he will likely be leaving Wednesday or Thursday to help with storm issues in Georgia and may not make the next meeting.

Vice-Mayor Inskeep stated MAX-Air did not perform work they agreed upon at the Police Department. He said the bill has been paid and now they will only come out at their convenience. Mrs. Odom replied Mr. Ward explained to her the contractor plans to rework according to the original estimate and suggested we give them an opportunity to do so. She said then if they don't show up, we will get Attorney Hand involved.

11) City Attorney Comments

Attorney Hand stated if there is a contractual problem with MAX-Air, we will write letters. He stated there was an impact fee study done in May of 2020 and they are usually conducted every 5 years.

Attorney Hand advised Council the City has received a letter from the school board because one of their members is considering joining our Planning Commission. He said it is provided for within the interlocal agreement and a non-voting seat must be allowed by statute. He stated he and Mrs. Odom are working on a simple change to the City code to provide for this.

12) Public Comment

Madeline asked to withhold her personal information and her request was granted by Mayor Green. She asked if it is true businesses are being shut down or not allowed to open because there isn't enough water. Vice-Mayor Inskeep replied this is not true. He said we have spoken to the water company and the new businesses had issues filing their paperwork. He added the car wash isn't open because they are in the process of selling.

Mr. Brown advised Council the new buyer of the car wash is a family from the Miami area who have relocated recently. He said they are seeking to be part of the community and will be inviting Council to a ribbon cutting event. He explained they are currently finishing their paperwork and have not announced an opening date.

Kathy Dunn, 11386 SW Hendrix Dr., stated she has gotten a lot of calls about the car wash and Right Turn Auto. She suggested putting the information on social media to let people know we aren't holding them up. She said she expects staff to come in on Friday to make up time if they get a day off for a storm.

Adjournment

The meeting was adjourned at approximately 8:22 p.m.

Penned signature of:
Walter L. Green, Mayor

Attest:

Penned signature of:
Amanda Odom, CMC, City Clerk

**City of Dunnellon
City Council Workshop
Meeting Minutes**

Date: January 06, 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. Rob Bradshaw provided the invocation. Mayor Green asked for an additional moment of silence for Coach Jeff Thomas' family to express condolences and recognition of their recent tragic losses.

Mayor Green expressed his personal condolences to Coach Thomas and his family. He announced the family is in need of assistance, with five surviving children.

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

Captain Ron Bray, Police Department

Michelle Leonard, Assistant City Clerk – Attended Remotely

Julie Danowski, Records Clerk

Legal Counsel

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

Proof of Publication

The agenda was posted on the City's website and City Hall bulletin board on Monday, December 30, 2024. The agenda was amended on Thursday, January 2nd to add backup to items 6c and 6d.

1. Public Comment

There were no public comments.

2. Board Reports

There were no board reports.

3. Dunnellon Chamber and Business Association Report

Judy Terwilliger, Executive Director, read the monthly report into the record:

“New Members

Steve Stritzinger (Individual Member)

Ziggy’s Haven Sanctuary

God Belongs in Our City

Upcoming Events

Jan 4, 11,18, 25-Sparr Building and Farm Supply Farm Swap 8 am – 12 pm. 2915 W. Dunnellon Rd.

Jan 6, 13- Bingo Night at Cheers at Rainbow Springs 5 pm-7 pm 19330 SW 83rd Place.

Jan 7- Greater Dunnellon Historical Society Open from 9 am – 12 pm. 12061 S. WILLIAMS St.

Jan 16- Type 1 Diabetes Support group 6 pm- 7 pm River Life Church 2872 W Dunnellon Rd.

Rainbow Springs Art In Dunnellon 20804 W. Pennsylvania Ave.

Jan 11- Herons on the Rocks 2 pm - 4 pm class fee \$20 + \$10 supply fee. Instructor Peggy Hughes

Jan 12- New Year Altered Journal 1 pm -3 pm class fee \$50 + \$10 supply fee. Instructor Rowena Murillo

Jan 14- Ocean Wave Charcuterie Board 1 pm - 3 pm class fee \$65 +\$10 supply fee. Instructors Linda & George Reitz.

Jan 17- Intro to Acrylics Painting Trees in a Landscape 10:30 am - 12:30 pm class fee \$45 + \$10 supply fee. Instructor Bridget Hanley

Jan 18- Beginning Watercolor 1 pm – 3 pm class fee \$50+ \$10 supply fee. Instructor Rowena Murillo.

Jan 24 & 31- Pour More Fun- Two Day Class. 10:30 am- 12:30 pm. Class fee \$49 + \$10 Supply fee. Instructor Bridget Hanley.

Jan 25- Snowflake Mandala 2 pm - 4 pm. Class fee \$20 + \$10 supply fee. Instructor Peggy Hughes.

Jan 28- 1 pm - 4 pm. Class Fee \$70 + \$20 supply fee. Instructors Linda & George Reitz”

4. Agreements

4.a) Twin Property Investments, LLC Purchase and Sale Agreement #AGR2025-01

Mrs. Odom reminded Council this Agreement is in reference to the property located on the corner of Chestnut Street and Ohio Street, next to Practical Behavior Solutions. She explained Twin Property Investments, LLC is the party seeking to make the purchase. She said this agenda item is to inform Council the Agreement is ready to move forward for approval at Monday’s meeting.

4.b) Rainbow Springs Art Memorandum of Agreement #AGR2025-02

Mrs. Odom stated, at Council's direction, Attorney Hand has prepared a new Agreement for Rainbow Springs Art, which includes a 4-month lease followed by a month-to-month renewal term until the property is sold. She added the lease includes a 10% rent increase. Attorney Hand advised Council the month-to-month option will extend until June 30, 2025. He said any negotiations extending the term after that date would require a new Agreement.

4.c) OpticalTel Agreement #LEA2025-01

Mrs. Odom stated this Agreement contains the same terms as 4b.

Mayor Green invited the OpticalTel representative to come forward for discussion.

Eric Riveron, Chief Operations Officer for OpticalTel, stated their attorney reviewed the Agreement, and has only asked for one change. He said they are requesting a guaranteed term. He explained, as was indicated in the past, they need approximately 6-months to move the equipment. He said now that we are into January, we prefer to err on the side of caution and extend the Agreement to the end of July. He also expressed their interest in several possible locations to move their equipment. He stated they have realized they can modify their footprint to a standard telecommunications cabinet and the distance from the current structure will determine the amount of time it will take to move.

Councilwoman Hanchar asked several questions regarding the lease agreement and whether or not the OpticalTel leadership is interested in making another offer. Mrs. Odom announced the deadline to make another offer is February 10th.

Mr. Riveron stated they would need to conduct a cost analysis on both options, but before they can do it he needs to know what location the Council would choose for the cabinet in order to obtain accurate figures. Mayor Green replied the locations would need to be discussed with Marion County because the easements are in their right of way. Mr. Riveron stated they will bring a decision to Council in approximately one week.

There was further discussion regarding the location options, which included a small section of the existing property.

Vice-Mayor Inskeep asserted he will not vote for any changes to the existing property. He explained he discovered the City is renting the property for \$9.75 per sf. and there is no indication why the City chose this rate. He stated he is okay with the June 30th date but after that, the rent should go up to \$15.00 per sf. He added tenants would not be asked to leave on June 30th unless the property has been sold. Councilwoman Hanchar replied she believed Council agreed everyone had to be out by June 30th.

There was further discussion regarding the rent and how long the current tenants would be allowed to occupy the building.

Councilman Lehmann asked if OpticalTel would still be interested in purchasing the property at their original bid if no one else submits a bid. Mr. Riveron replied if they had already begun putting time into moving the equipment, then they would not be able to go forward with a purchase. He clarified OpticalTel would like more certainty on the July 31st date they requested.

Attorney Hand stated he has not spoken to OpticalTel's attorney and asked Mr. Riveron for clarification on the date because June 30 and July 31 had both been discussed. Mr. Riveron replied initially they wanted a guarantee of June 30th, but because the deadline is now February 10th they are asking for a July 31st guarantee.

Attorney Hand explained the process to Council for clarity and Council conceded to modify the Agreement allowing a month-to-month rental option through July 31st.

4.d) Axon Enterprises, Inc. Lease Purchase Agreement #AGR2025-03

Captain Bray stated this item needs to be postponed to a later date.

4.e) Florida Division of Emergency Management Agreement #AGR2025-04 – Hurricane Helene

Mrs. McLean explained the City has been awarded FDEM funding for hurricane expenses. She asked Council to consider allowing the Mayor to sign this Agreement and Agreement #AGR2025-05. Council agreed to add both items to the consent agenda.

4.f) Florida Division of Emergency Management Agreement #AGR2025-05 – Hurricane Milton

This topic was discussed during item 4e.

5. Resolutions

5.a) Resolution #RES2025-01, Surplus Equipment

Mr. Ward stated this is a list of equipment left over from when the City managed the utilities. He said he would like to surplus them to Week's Auction for disposal. Council agreed to add this to the meeting agenda.

5.b) Resolution #RES2025-02, Surplus Vehicle

Mr. Ward stated this vehicle is a 2000 Chevy Silverado, which is the oldest truck they own, and was involved in an accident. He would like to surplus it to the Town of Inglis for \$1,250.00. Mrs. Odom said according to F.S. 274.06, the City can sell a vehicle to another municipality without first advertising for offers. Council agreed to add this the regular agenda.

6. Regular Agenda Items

6.a) Police Chief Vacancy

Mayor Green stated he has spoken with other cities who have faced similar situations. He said it was in an effort to determine exactly what direction Dunnellon should move to answer the issue of security and wellbeing for our businesses and residents. He shared he has also spoken with Sheriff Woods, who is willing to do everything he can to provide necessary assistance. He

suggested staff advertise for an extended period to provide as many applicants as possible, if Council decides to hire a new Police Chief.

Councilwoman Hanchar stated she has not yet spoken with Sheriff Woods. She said she understands people enjoy hiring from within, but wants to select the best candidate for the job regardless. She commented the officers need to know we are moving forward and have their best interests at heart.

Councilman Lehmann stated the Council should be very involved in the interview process and speak with the applicants. He said he doesn't want to see Dunnellon give up control of the Police Department. He shared his history with Palmetto Bay and how allowing the county to assume control of their Fire Department was financially detrimental to the city. He announced similarly, as we grow, Marion County will require us to continually pay more for their services.

Vice-Mayor Inskeep spoke about the turmoil the City has experienced with the Police Department over the past 20 years. He suggested Council consider looking into allowing the Marion County Sheriff's Office to assume control of Law Enforcement Services. He explained he spoke with the City of Crystal River and the City of Inverness and both entities were pleased with their choice to go with the County for their policing. He described the program outlined by MCSO, which included dedicated officers for Dunnellon, expenses for each officer, and a large budget savings to the City. He stressed the savings by going with the MCSO would be approximately \$620,000 and the services provided would be the same as what we currently receive. He said the only downside is the County does not conduct crash investigations and we would have to wait for a State Trooper. Vice-Mayor Inskeep also spoke about uncaptured costs related to having our own Police Department, lost productive hours, the need for a City Manager, the economy, City growth, and litigation risk. He asserted if Dunnellon were to become involved in a lawsuit we would not be able to absorb the cost, but the County could.

Vice-Mayor Inskeep stated there are topics which still need further discussion such as river patrol, records, evidence, and emergency management. He advised Council the City of Inverness shared a copy of their contract, and it is very sound. He said it would be easy to convert it to fit Dunnellon's needs. He added this decision needs to be logical and based on City needs rather than emotional, even though we all care deeply about our police.

Mayor Green stated there was a time when we faced a similar situation with the Fire Department and we had to make a hard decision. He explained our Fire Chief was working 90 hours a week trying to hold it all together, using two old fire engines. He said we were able to determine a better solution for Dunnellon, which included a larger staff and much nicer fire truck. He added we did not lose response time and the department remained in the same location. He shared the history of how this was managed by partnering with Marion County. He agreed Council should explore the possibility of an agreement with MCSO, as it has the potential to bear a lot of fruit for the community. He suggested gathering more information and stressed the need for citizen input.

Councilwoman Hanchar stated she is receiving mixed signals because a moment ago they were discussing advertising for a new Police Chief. She said the topic is extremely emotional because they have personal connections but she understands the positive side of considering this action. She said she is open to speaking with Sheriff Woods and hearing his suggestions. She asserted, however, three years ago Sheriff Woods provided an estimate of approximately 2 million dollars to transfer the policing activities to MCSO and she would like to know what has changed. She announced she would like to find out how many traffic issues DPD must deal with every day. She explained Florida Highway Patrol can take hours to get here, because there aren't a lot of State Troopers in our area. She spoke about river enforcement being mandatory. She announced if she had to vote on it today, it would be a no vote. She commented sometimes you can't put a value on having a Police Officer who knows the people. She stated she is willing to consider additional information and will stay open minded, but she would like to proceed with hiring a new Police Chief.

Vice-Mayor Inskeep encouraged the Councilmembers to review the spreadsheet he provided and to speak with Sheriff Woods. He stated he does not agree with hiring a Police Chief without considering this option first, because Council cannot make a commitment to anyone while considering a transfer of services to the County.

Mayor Green stated he is not in favor of advertising for the position when we don't know what direction we are moving.

Councilwoman Hanchar announced it appears if the Council took a vote today, we would be split. Mayor Green replied we have not yet heard from the citizens and have not all spoken with the Sheriff's Office. He stated no one is trying to dictate or guess how this is supposed to end. He said we need to have an open mind to discover what we can afford and what is best for our citizens.

6.b) Code Enforcement Foreclosure – 20795 3rd Ave.

Mr. Ward stated this Resolution is to authorize the City Attorney to move forward with foreclosure on 20795 3rd Ave. because the property is still non-compliant and the liens have exceeded the value of the property. Council agreed to add this item to the consent agenda.

6.c) Dunnellon Chamber and Business Association – Parade Split

Mrs. Odom stated when this was discussed a few months ago, Council consented to split the difference with DCBA. She said the City's portion of the split is \$193.00. She asked for Council consent to pay and Council agreed.

6.d) Vacation Rental Software

Mrs. Odom stated she has spent several months meeting with providers and obtaining quotes, only to discover they are all similar. She said she liked Localgov and explained her reasons for this choice. She said the expense of their software is \$15,200 for the first year and \$11,700 for the second year. She explained it is not in the budget and a Resolution is still required to set the

registration fees. She said currently it has been determined there are at least 40 short-term rental units within the City limits. She added she believes there are more, but those 40 are registered with the State. She said if Council chooses to move forward with Localgov, she will obtain an agreement and try to have it for Council review and approval by next week.

Councilman Lehmann expressed his concern about forcing business owners to pay \$400.00 a year. Councilwoman Hanchar replied there is a need to charge so the City can provide mandatory services to these properties.

Council agreed to move forward with Mrs. Odom's recommendation.

7. Council Agenda Items

7.a) Mayor Green

*** Discharge of firearms within the City limits**

Mayor Green stated he has been contacted by citizens regarding this issue and it seems like someone is conducting target practice. He asked staff to review the issue to conclude if there is something which can be done to stop this. Mrs. Odom replied she assumes we will need to adopt a code which prohibits it. Attorney Hand advised Council there is a preemption for firearm regulation and a large penalty for attempting to regulate it, which means there is likely very little the City can act upon. He added, however, there are statutes which make it a criminal offense to shoot a gun within the City limits. Mayor Green commented he wouldn't be happy if it were happening next to his home. Vice-Mayor Inskeep asked for more information regarding statutes. Attorney Hand replied he would need to look at the specifics of the property, but ultimately it is a law enforcement issue.

*** Status of complaint against Captain Bray**

Mayor Green read the following into the record:

"The Marion County Sheriff's Office conducted Administrative Review 2024-074 at my request to examine allegations made against you regarding possible statutory and/or City policy violations. The report dated December 12, 2024, substantiated that DPD Operational Directive 7.01-1 VII (G) was violated, which states, "Members shall conduct themselves at all times, both on and off duty, in such a manner as not to reflect unfavorably on or discredit the Department as a whole.

This letter of counseling is to iterate to you, as a Law Enforcement Officer and a public servant, it is imperative that you always hold yourself to a higher standard and avoid making comments to others that reflect unfavorably on the Dunnellon Police Department.

I appreciate your service to the City, and I feel certain you will govern yourself accordingly."

Mayor Green announced this statement is directed toward Captain Ron Bray, who is currently Dunnellon's acting Chief of Police.

Mrs. Odom stated this is a letter of counseling and will require the Mayor's signature. Council agreed to add this item to the consent agenda.

8. Discussion

8.a) 5-year Capital Plan

Mrs. McLean stated the 5-year Capital Plan was submitted during the budget season and has been updated by the Police Department and Public Works. She noted some of the road issues are serious and need to be addressed as soon as possible but suggested Council consider postponing some of the other road expenses. She explained doing so would be helpful in obtaining more funding from the County.

Vice-Mayor Inskeep stated he and Mr. Ward have reviewed the information and made some changes. He asserted moving some of these changes out of the current plan would be a disservice to those who live on those roads. He said there are a few other neighborhoods to review and staff will move out those they deem appropriate to the five-year plan.

Mayor Green commented some of these roads must be worked on now, or the expense will be much greater.

Councilman Lehmann asked if the street behind the bingo hall is within our jurisdiction. Vice-Mayor Inskeep replied that road is on railroad property according to all research which has been conducted. He stated the person wanting the road repaired the most is the very business who is tearing the road up. He explained there are three properties out there and even if a road or easement could be obtained it would travel right through their front yards. He advised Councilman Lehmann those property owners need to discuss the issue with the owner of the road, which is the CSX Railroad.

Councilman Lehmann stated we have \$370,000 allocated for our parks and understands they are in pretty bad shape. He said his wife has discovered there are grants available and is seeking volunteers to help research to assist in park improvements.

8.b) CRA Grant Program

Vice-Mayor Inskeep stated he reviewed the other city CRA programs which were received from Mrs. Wyen. He said he has created a list of items he feels would be good to include in our CRA program. He advised staff he will provide them with the list and asserted it is important CRA funds are spent according to statute or further funding could be lost. He explained the other city policies prevent their leadership from using CRA funds for maintenance projects. He suggested Council consider incorporating a process which requires someone to physically review the property before approving the application, ensuring it meets the term of blight.

Councilman Lehmann suggested a blight worksheet because some people do not understand is the meaning of blight. He also suggested creating a distinction between commercial and residential while creating an expense cap. He asked Council their thoughts about allowing the

homeowner to repair the entire home rather than one project at a time. He stated it would provide for slowly fixing a few homes a year rather than a bunch of small projects, which aren't noticeable. Vice-Mayor Inskeep replied Council would need to review the guidelines before it's considered.

Discussion followed regarding home sales, home value, the need for homeowner contribution, curb appeal, and the definition of blight.

8.c) A-Plus Homes, Inc.

Mrs. Odom stated A-Plus Homes made a presentation last month and Council directed staff to speak with our contract planner and Attorney Hand to discover what this project would mean for Dunnellon. She said after speaking with several Council members, it was agreed we are not interested in their proposal. She asked Council to confirm they are not interested in considering any portion of their request nor making a counter suggestion before she drafts a letter.

Councilwoman Hanchar commented a 4,000 sf lot is about .18 of an acre, which is very tight.

Vice-Mayor Inskeep stated he is not in favor of that type of development. He explained changing our zoning and Comprehensive Plan doesn't make sense to him when we are just getting started with it's update. He said some people have asked him why we would even need a City if Council chooses to disband our Police Department. He explained because we need to maintain control of our Comprehensive Plan, our zoning, and our codes. He asserted he has seen many developments like this and at first they are nice, but in a brief period of time they become derelict.

Mayor Green stated he doesn't believe the City should obligate any funds on this proposal because it isn't a beneficial use of taxpayer money. Councilman Lehmann and Councilwoman Hanchar agreed. Mrs. Odom asked Attorney Hand to reply to Attorney Gooding.

9. Department Reports

Councilman Lehmann asked Mr. Ward the status of the State assuming control of Dunnellon's median maintenance. Mr. Ward replied he hasn't heard back, but he will follow up.

Councilman Lehmann spoke regarding the City water pressure and his concern regarding more water problems with new developments. He suggested inviting FGUA to discuss the matter at a future meeting. Councilwoman Hanchar replied if a new development comes in, they would have to take care of their own water responsibilities. Vice-Mayor Inskeep replied he would speak with John Worrell, from FGUA, to see what information he could provide prior to bringing him in for a discussion.

Mayor Green asked for an update on The Granada paving project. Mr. Ward replied they are on the final leg and he will reach out to them tomorrow for an update.

10. Council Comments

Vice-Mayor Inskeep stated there has been an Agreement made between Frank King's Legacy Bingo and the US Post Office. He announced the bingo hall is going to become a postal distribution center. He explained the road is not made for semi-truck traffic and is concerned about it rapidly being torn up, which means the money we just spent on road repairs would be wasted. He added the noise of the semi-trucks running at night will also bother the neighbors. He asked Mrs. Odom to reach out to the realtor to see if there is anything we can do to mitigate the issue.

Mayor Green stated Wednesday will be our legislators meeting and he plans to attend. He commented it will be a good opportunity to build better relationships with them.

11. City Attorney Comments

There were no City Attorney comments.

12. Public Comment

Jeff Bairstow, Marion County, stated on November 13th of last year there were concerns regarding the Chief of Police and the Council decided to investigate. He said Councilwoman Hanchar advised it would be difficult to conduct an investigation while Chief Scaglione continued to work and he was placed on a leave of absence. He complained there was another investigation being conducted where this action was not taken. He reminded Council last October they assured the Police Officers their jobs were safe and their service was applauded.

Chris Scaglione, Marion County, stated it is very sad the Council has been discussing disbanding the Police Department. He said just a couple of months ago it was stated their jobs were safe and now not moving forward with hiring a Police Chief, means you can't hire a needed Police Officer. He remarked Council has set a precedence by giving Captain Bray minimal punishment when he should have received a demotion or suspension.

Rob Bradshaw, Marion County, stated he came tonight to present himself as a candidate for Interim Police Chief. He shared his credentials, saying Dunnellon needs a Chief who knows the law. He said many Officers do not know the law and currently the person they must rely on is a Captain, who doesn't have answers. He spoke about the need to read the statutes and Ordinances. He asserted he would be happy to serve as Interim Chief while the City explores the options.

Dr. Amy Wood, 20804 W. Pennsylvania Ave., stated she is here to thank the Council. She said they all do a wonderful job and results are terrific.

Jeff Gold stated he agrees with Vice-Mayor Inskeep and Mayor Green about the Sheriff's Department being a great office and Sheriff Woods being a great person. He said he also agrees with Councilwoman Hanchar when she said once we lose the Police Department, we will never

get it back. He agreed turning the Fire Department over to the County was an awesome deal, but asked if the Sheriff was going to use the money in the same way. He advised there are a lot of issues to consider and keeping control is very important.

Mayor Green added Mr. Gold is a former Marion County Commissioner who was very involved in the Fire Department.

Cheryl Miller stated she lives adjacent to the property we are foreclosing on and explained specific issues with the property.

David Pahl, 12088 Wekiwa Circle, stated he is an advocate of the police remaining local. He said if Council does not explore this opportunity and incorporate the things they have commented on, they would be remiss in their duties. He commented he likes keeping it local but understands things change. He asserted Council has a responsibility to maintain an ethical and moral standard for the City. He added developers have only one agenda and it is to make money as quickly as they can without caring about the consequences.

Wally Dunn, 11386 SW Hendrix Drive, stated we can't live in the past. He said he loves having a local police force, but Dunnellon is only seven square miles and the majority of the neighborhoods surrounding us are being handled by MCSO. He commented we have stumbled through this for the last fifteen years and we shouldn't have to keep doing it when there is a solution. He asserted we just need to open our eyes and decide what is best for the City. He strongly suggested Council negotiate with the Sheriff's Office and not accept the first offer they make.

Tina Bairstow, Marion County, stated we need to make sure what we are considering is not just a political agenda because most people believe it is. She said Council had a problem with Chief Scaglione, but what people don't know is he was working 80 hours a week. She shared positive things he did while in service and commented about negative work related details.

Adjournment

The meeting was adjourned at approximately 8:16 p.m.

Penned signature of:
Walter L. Green, Mayor

City Council Workshop

January 06, 2025

Page **12** of **12**

Attest:

Penning signature of:

Amanda Odom, CMC, City Clerk

**City of Dunnellon
City Council Workshop**

Date: April 07, 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 observed.

Roll Call

Walter Green, Mayor, Seat 1

Wally Dunn, Councilman, 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

Captain Ron Bray, Police Department

Michelle Leonard, Assistant City Clerk

Julie Danowski, Records Clerk

Legal Counsel

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

Proof of Publication

The agenda was posted on the City's website and City Hall bulletin board on Monday, March 31, 2025.

The agenda was amended on April 3rd to add backup to item #3a and to add item #8b.

1) Public Comments

Dane Myers, 10925 SW 186th Circle, expressed concern about the CRA grant program, emphasizing it should support refurbishing historic structures rather than demolition. He stated roofs are the most critical item to fund, as many demolitions start with roof failures.

Kathy Dunn, 11386 SW Hendrix Dr., supported restoring historic structures but noted the lack of property maintenance enforcement has led to many becoming unsalvageable. She added the upcoming Comprehensive Plan update offers residents a key opportunity to share their views.

Rick Dunn, address not provided, drew on his experience in historic preservation and urged CRA funds be used for improvements rather than demolitions because refurbishing increases property values and returns money to the CRA. He emphasized the importance of restoring roofs, noting that most property damage starts there.

2) Board Reports

There were no board reports.

3) Dunnellon Chamber & Business Association Report

Art Jones stated he is filling in for Judy Terwilliger, DCBA Director, and read the following into the record:

“New Members

Carvahlo Brazilian Jiu-Jitsu

Barr-None Electric

Harmony Preschool

My Piece of Florida

Alcova Mortgage D/B/A American Mortgage Lenders

Randy Francisco Citrus County Dream-Team/Keller Williams Realty-Elite Partners II

Upcoming Events

Apr. 1 - Historical Society open 9am – 12pm on Apr.4 - Business After Hours 6pm at Dunnellon Coffee Co. 11223 N. Williams St. #A

Apr. 8,15,22,29 - Dunnellon Historical Society Open 9am – 12pm at 12061 S. Williams St.

Apr. 12 - Boomtown Days 9am – 5pm in Historic Downtown Dunnellon

Apr. 17 - Type 1 Diabetes Support group 6pm-7pm at River Life Church, 2872 W. Dunnellon Rd.

Rainbow Springs Art in Dunnellon, 20804 W. Pennsylvania Ave.

Apr. 1 - 1 pm - 3pm Resin Serving board w/dipping bowl at Rainbow Springs Art.

\$50 Class fee plus \$20 Supply Fee.

Apr. 4 - 11am - 1pm Intro to Acrylics: Florida Sunrise. Class Fee \$49 plus \$10 Supply Fee.

Apr. 5 – 1pm - 3pm Paint your own Starry Night. Class Fee \$50 plus \$10 Supply Fee.

Apr. 17 – 12pm - 4pm-Life under the Sea. Class Fee \$60 plus \$5 Supply Fee.

Apr. 18 - 10:30am - 12:30pm & Apr. 25. – 10am - 2pm. Acrylic Pour & More 2-day class. Class Fee \$59 plus \$10 Supply Fee.

Apr. 18 - 1pm - 4pm - Metamorphosis Butterfly Wing. Class Fee \$40 plus \$10 Supply Fee.

Apr. 26 - 1pm - 3pm - Color and Abstraction for Beginners. Class Fee \$50 plus \$10 Supply Fee.”

Councilwoman Hanchar asked Mr. Jones if there was a vendor meeting this week for the Boomtown Festival. Mr. Jones replied he was not sure about a meeting, but they are organizing one this week. Vice-Mayor Inskeep informed her the meeting will be on Friday.

4) Council Agenda Items

4.a) FDOT 41 Project Update – Vice-Mayor Inskeep

Vice-Mayor Inskeep informed the Council he, along with Marion County, FDOT, and Mr. Ward attended a TPO meeting where they discussed the long-delayed US41 widening project. He said estimated at \$148 million, the project continues to be postponed due to rising costs and insufficient funding. He stated to make progress, they are considering splitting the project into phases, with the first segment stretching from Walmart to just past Winn Dixie. He noted a vote to recommend this phased approach will take place at the upcoming TAC meeting and he is seeking Council’s input beforehand.

Councilwoman Hanchar expressed concern the chosen section isn’t where most accidents occur, suggesting Vice-Mayor Inskeep share this feedback with TPO. Councilman Lehmann inquired about

driveway access for Winn Dixie, which Vice-Mayor Inskeep confirmed would be included. Councilman Lehmann pointed out splitting the project would leave merging issues unresolved further north.

The Council also discussed the dangerous intersection at Rainbow Lakes Estates. Mrs. Danowski explained many crashes are due to drivers taking risky left turns amid heavy traffic and suggested asking for a traffic light now rather than waiting for the full project to be completed, which may not occur until 2030.

Councilman Dunn emphasized the urgent need for action, calling the stretch from Winn Dixie to SR40 a disaster. Mayor Green echoed this frustration pointing out that Marion County initially promised the project in 2018, yet it remains incomplete in 2025, and now funding is being pushed to 2030. He said officials are diverting funding elsewhere and using excuses to delay, stating the area's infrastructure can't keep up with rapid growth. He highlighted problems at various intersections, including the one used by school buses, and criticized the County's projected 38.3% traffic increase by 2050 as unrealistic given recent growth trends. He voiced strong support for comprehensive infrastructure improvements and committed to fighting for them.

Vice-Mayor Inskeep concluded waiting until May's TAC meeting is too long and he proposed scheduling an earlier meeting with both FDOT and the County to demand answers, review the traffic data projections, and push for solutions. The Council unanimously supported this approach.

5) Discussion

5.a) CRA Grant Program

Mrs. Odom introduced the discussion, noting it was requested at the previous workshop, and shared a list of suggestions from Councilman Lehmann. Councilman Lehmann emphasized the CRA grant program seems limited to items like windows and doors, and noted the lack of a clear list of eligible improvements. He referenced Vice-Mayor Inskeep's previous point there should be a "return on investment" and expressed concern over the program's vagueness.

Vice-Mayor Inskeep explained Florida Statute Chapter 163 governs CRA programs, emphasizing it defines blight as structures with potential safety hazards—not just cosmetic issues. He said the program was paused because too many funds were going toward maintenance rather than true blight remediation. Councilman Lehmann brought up a dilapidated house for sale, asking what could be done to assist under the CRA grant program, and Vice-Mayor Inskeep reiterated eligibility depends on whether the property meets the statutory definition of blight.

Councilman Lehmann proposed creating a separate \$200,000 program outside the CRA to assist property owners, arguing small investments could raise nearby property values and attract investment. Vice-Mayor Inskeep liked the idea but stressed the need for a dedicated workshop and reiterated the importance of financial return. Councilwoman Hanchar pointed out improvements like new roofs or windows add both value and safety plus when done with historic preservation in mind, further enhance appeal.

Attorney Hand warned using funds outside the CRA may not be feasible, though there is some flexibility in defining blight. He noted he could provide some suggestions for CRA fund usage, even with potential legislative changes. Councilwoman Hanchar added residents in the audience are hoping for help now, particularly with facades, and asked Council to try and move forward next month.

Councilman Dunn acknowledged the confusion surrounding the program and praised Councilman Lehmann's list. He noted structural issues, like sagging roofs, could qualify under the safety component of blight and brought up a long-neglected burned home as another concern. He said while he is wary of using CRA funds improperly, he's also against the idea of returning unspent money to the State.

Mayor Green affirmed CRA funds should generate returns, citing a successful property restoration he visited. He called for creativity to help residents unable to afford repairs, noting State dissatisfaction with poor returns from some CRA programs. Mr. Ward emphasized the problem of property owners doing nothing to address violations despite code enforcement and liens, which then sit unresolved for years. He also noted Marion County's property valuations for these homes are often inaccurate.

Councilman Dunn criticized the years-long process and suggested a CRA workshop to explore better approaches. Mayor Green agreed and proposed scheduling a special workshop. As discussions continued, Councilman Lehmann asked to review Chapter 163 thoroughly prior to changes. Attorney Hand responded while Chapter 163 governs use, it doesn't spell out grant specifics, and he agreed to provide a general list of permissible uses.

Councilman Dunn urged postponing further CRA discussions until the ongoing Police Department transition is settled. Attorney Hand confirmed the police matter is scheduled for April and noted potential legislative changes to CRA rules in May. Mayor Green emphasized the need to use CRA funds responsibly or risk losing them.

Councilwoman Hanchar reminded Council CRA funds aren't limited to grants. Vice-Mayor Inskeep clarified significant CRA funds are already allocated for Historic District road projects and noted funds aren't idle. However, he agreed after October 1, new projects may not emerge, which was the point Mayor Green was stressing. The Council collectively agreed to table deeper CRA discussions until after more urgent matters, like the FDEP audit and vacation rental registration process, are resolved.

5.b) Dunnellon Police Department

Mrs. Odom shared after consulting with a specialized pension attorney, due to IRS regulations and potentially putting the plan in jeopardy, they were unable to provide any financial benefit out of the pension fund for the unvested officers who would be leaving employment with the City. Instead, she proposed providing the departing officers with paid leave and benefits until May 13th, giving them time to find new employment while acknowledging MCSO deputies have already taken over policing duties. She provided the letter outlining the plan, stating it had been reviewed by the labor attorney. Council unanimously supported the idea, authorizing Mrs. Odom to proceed.

Sergeant Moore reported MCSO deputies began serving the City on April 5th and, within two days, made 32 traffic stops, four arrests, and issued 22 parking violations. He emphasized all the deputies volunteered for this assignment and are enthusiastic to serve Dunnellon. He introduced Detective Haufler, who is dedicated to solving the City's burglary cases.

Detective Haufler stated, while the investigation is still active and details are limited, a confession has been obtained for six cases and further arrests are expected. Each Councilmember expressed gratitude to Detective Haufler and MCSO for their efforts. Vice-Mayor Inskeep suggested sending a formal thank-you letter from the City, which Council agreed to, and asked Mrs. Odom to prepare it for signature.

6) Regular Agenda Items

6.a) FDOT Median Maintenance Agreement #AGR2004-03

Vice-Mayor Inskeep addressed the City's agreement with FDOT, through which Dunnellon received approximately \$43,000 to landscape the medians in exchange for maintaining them. He explained due to increased traffic and the height of certain trees, maintenance has become dangerous for staff. He also mentioned four trees need to be removed to comply with the Billboard Act. He shared his concern regarding safety and long-term impacts, requesting Council's approval to speak with FDOT about possibly ending the agreement and determining how to restore the medians, if required.

Councilman Lehmann supported the idea, noting the risk of tree roots eventually damaging the road. He suggested new trees be planted along the roadside instead. Councilman Dunn agreed, stating the trees should be removed altogether and, while it would be ideal to save them, they are likely too large to transplant. Vice-Mayor Inskeep confirmed the root balls are enclosed in wire and not transferrable.

Councilwoman Hanchar recalled how much effort was put into making the medians attractive when FDOT originally planned to cement them entirely. She said she doesn't want to see that happen again and mentioned FDOT is now leaning toward using sod, though their maintenance is slow. She suggested including a stipulation prohibiting full cement installation. Vice-Mayor Inskeep responded if FDOT moves in that direction again, the Council will revisit the discussion.

7) Ordinances

7.a) Ordinance #ORD2025-03, Stormwater Management

Mrs. Odom noted Vice-Mayor Inskeep recently spoke about the FDEP audit, stating this ordinance is the result of a request to have a text amendment. She added the first reading of this ordinance is scheduled for next week.

8) Resolutions

8.a) Resolution #RES2025-09, Vacation Rental Registration Extension

Mrs. Odom explained the enforcement date is being pushed to May 1st due to delays in getting the software fully operational.

8.b) Resolution #RES2025-11, FY24-25 Florida Department of Environmental (FDEP) Budget Amendment

Mrs. Odom shared the City's environmental permit, which renews every five years, was overlooked in the budget planning. She said she has already mailed the check and is requesting approval to adjust the budget accordingly.

9) Proclamations

9.a) Proclamation #PRO2025-01, Water Conservation Month

Mrs. Odom stated this is an annual proclamation. Mayor Green asked for Council's consensus, which was given.

10) Department Reports

Mr. Ward asked for Council approval to address the process of handling blighted properties with Council and/or the attorney.

Mayor Green commented on the recent heavy rain, saying it was good to see the drainage system functioning well. Mr. Ward agreed, noting the second drain installation paid off.

Vice-Mayor Inskeep asked if the blight topic could be addressed during the CRA meeting, but Attorney Hand clarified the property in question is homesteaded and untouchable under current law. Councilwoman Hanchar questioned how it could qualify as homestead if it's uninhabitable. Attorney Hand explained foreclosure proceedings cannot occur on a homesteaded property.

Councilman Lehmann requested the streetlights on Pennsylvania Avenue be checked. Mrs. Odom responded those lights aren't City-owned and Councilwoman Hanchar clarified they are privately owned lights in the historic district.

Mrs. McLean reported she is still sorting out the general ledger post-software conversion and is wrapping up FEMA submissions from past hurricanes.

Councilwoman Hanchar asked about adjusting Captain Bray's title and salary. Vice-Mayor Inskeep said he was under the impression the intention was to vote on it once the final MCSO agreement is approved.

11) Council Comments

Councilman Dunn raised the issue of low fines for parking and speeding in Dunnellon, suggesting they be reviewed and possibly raised—not for revenue, but to deter violations. He compared local fines to much higher ones in Georgia and emphasized the need to examine blight-related penalties as well. Mr. Ward noted enforcement delays on blighted properties often stem from magistrate decisions. Councilman Dunn stressed blighted properties are still being occupied under dangerous conditions and volunteered to join any meeting with Attorney Hand on the matter. Vice-Mayor Inskeep accepted his offer.

Councilman Lehmann expressed frustration that more people don't take initiative or question these issues, instead accepting the status quo. Councilwoman Hanchar asked if speeding ticket fees would need to match MCSO's once the partnership begins.

Captain Bray explained while there are local ordinances with fines outlined, the majority of tickets will be written utilizing State statute-based citations, which carry steeper penalties. He also noted Dunnellon's parking fees are among the lowest and clarified fines are to seek compliance, not revenue.

Mayor Green reported on his visit to Tallahassee for the Florida League of Cities and Florida League of Mayors events. He said with Council's approval, he plans to attend Marion County Days next Wednesday to meet with County Commissioners. Councilwoman Hanchar asked if he'd had success raising concerns about home rule and Mayor Green said he had, though time constraints at the meetings limited the depth of discussion. He commented he plans to continue the conversation.

Mrs. Odom updated the Council on vacation rental enforcement, noting the software provider found nearly 100 such properties within City limits—more than double the 40 originally expected. Councilwoman Hanchar asked if they now needed to adjust the fee structure. Councilman Lehmann remarked it sounds like about 10% of local residences are vacation rentals.

10) City Attorney Comments

There were no City Attorney comments.

11) Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at approximately 7:44 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: April 16, 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 5:30 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

Wally Dunn, Councilman, 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

Michelle Leonard, Assistant City Clerk

Captain Ron Bray, Police Department

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, April 09, 2025. The agenda was amended on April 10th to update backup on Item #1a.

Council Comments Regarding Agenda

There were no Council comments.

Public Comment on non-agenda items

Terri Latner inquired about a proclamation request honoring Matthew Daniel Snodgrass. She shared Matthew was born on May 10, 2018 into a long line of Dunnellon residents. She said in 2019, he was diagnosed with leukemia and sadly passed away in 2021. She spoke about Matthew's participation in the Rainbow River Pageant, including the Tiny Mister Dunnellon competition, and said he was known as

a delightful child. She explained in his honor the Rainbow River Pageant created the “Tater Tot Award”, which can be awarded to any community member through nominations. Ms. Latner requested May 10th, Matthew’s birthday, be proclaimed as “Matthew Daniel Snodgrass Day” to help raise awareness and celebrate his memory throughout the community.

Councilwoman Hanchar offered to help write the proclamation and suggested adding it to the May 5th workshop.

Councilwoman Hanchar moved to authorize staff to prepare the Proclamation as requested. Vice-Mayor Inskeep seconded the motion. A vote was taken and the motion passed 5-0.

Consent Agenda

- Approval of Minutes
 - August 19, 2024 - Special Budget Workshop
 - September 03, 2024 - Workshop
 - September 11, 2024 - Meeting
- Approve Proclamation #PRO2025-01, Water Conservation Month

Public Comment

There were no public comments.

Councilwoman Hanchar moved the consent agenda 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 5-0.

Regular Agenda

1. Agreements

1.a) Agreement #AGR2025-09 for Law Enforcement Services

Public Comment

There were no public comments.

Councilwoman Hanchar moved to authorize the Mayor to sign Agreement #AGR2025-09 with Marion County Sheriff's Office and the Board of County Commissioners for Law Enforcement Services. Councilman Dunn seconded the motion. Mayor Green called for discussion.

Councilman Lehmann asked about the school zone program and where the money received from fines would go. Vice-Mayor Inskeep responded it stays in the City. Councilman Lehmann further inquired about fines and funds attributable to the Dunnellon school zone program. Mayor Green asked Captain Bray to address the question. Captain Bray explained under the current program; those revenues will be retained by the City. He added for other traffic infractions occurring throughout the City, which the

Sheriff's Department will be enforcing, the County is entitled to their portion of the revenue from those violations.

A vote was taken and the motion passed 5-0.

Vice-Mayor Inskip stated if appropriate, he would like to make a motion to appoint Captain Bray as the Dunnellon Police Chief/CRO. He mentioned Council was just waiting for the agreement with the Sheriff's Office to be approved by the County Commissioners before making a motion. Mayor Green noted the County Commission had unanimously approved the agreement and there were no questions or concerns from them. He stated today is the final step for the City Council and he had no problem proceeding with the appointment if Council did not object. The Council agreed.

Vice-Mayor Inskip moved to appoint Captain Bray as the Dunnellon Police Chief/CRO effective May 13, 2025. Councilman Dunn seconded the motion.

Public Comment

There were no public comments.

Councilman Dunn stated there is an essential job function document which was sent out this week and Captain Bray has not only done a very good job so far, he is very open to communication. He added he sees no reason why they would not want to move forward.

A vote was taken and the motion passed 5-0.

Councilwoman Hanchar asked to confirm the Sheriff Deputies have been brought on and the Dunnellon officers have been signed off.

Lt. Vowinkel stated yes, the transition has been completed. The Council thanked Lt. Vowinkel for her efforts.

2. Resolutions

2.a) Resolution #RES2025-09, Vacation Rental Registration Extension

Public Comment

There were no public comments.

Councilman Lehmann moved Resolution #RES2025-09 be read by title only. Councilwoman Hanchar seconded the motion. Mayor Green called for discussion.

Vice-Mayor Inskip asked if the extension had been changed to June 1st. Mrs. Odom explained they had been tasked with another priority by the Department of Environmental Protection, which must take precedence. She stated she needed to push this out to June if possible and asked if it could be amended at this time.

Attorney Hand confirmed she could proceed with taking direction to amend, revise, and proceed as such.

The Council agreed with Mrs. Odom's recommendation to move forward.

Mrs. Odom stated she would read the title with the amended date.

A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

"RESOLUTION #RES2025-09

A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA PROVIDING FOR THE EXTENSION OF THE ENFORCEMENT OF THE REGISTRATION REQUIREMENTS SET FORTH WITHIN ORDINANCE #ORD2022-05 TO JUNE 1, 2025; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE."

Councilwoman Hanchar moved Resolution #RES2025-09 be approved. Councilman Lehmann seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom stated staff have had quite a bit of training and testing of the software and they are pleased with how customizable it is. She noted Dave Porter has been very helpful, as he has sat down with staff to review the requirements and how inspections are to be handled.

Councilwoman Hanchar mentioned the Resolution requires applicants to have their application notarized, which may cause difficulties. Mrs. Odom explained they want renewals to be set annually upon registration. She added they will make Ordinance changes, as well, to transition the process to be software-driven rather than manual.

2.b) Resolution #RES2025-11, FY24-25 Florida Department of Environmental Protection (FDEP) Budget Amendment

Public Comment

There were no public comments.

Councilman Lehmann moved Resolution #RES2025-11 be read by title only. Councilwoman Hanchar seconded the motion. A vote was taken and the motion passed 5-0.

Mrs. Odom read the following into the record:

"RESOLUTION #RES2025-11

A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA AMENDING THE FISCAL YEAR 2024-25 BUDGET TO TRANSFER \$5,625 FROM GENERAL FUND UNRESTRICTED TO FUND THE PERMIT FEE FOR THE NPDES GENERIC PERMIT FOR DISCHARGE OF STORMWATER FROM PHASE II MUNICIPAL SEPARATE STORM SEWER (MS4) SYSTEM."

Councilwoman Hanchar moved Resolution #RES2025-11 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 5-0.

3. Ordinances

3.a) First Reading Ordinance #ORD2025-03, Stormwater Management

Public comment

There were no public comments.

Vice-Mayor Inskeep moved Ordinance #ORD2025-03 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 5-0.

Mrs. Odom read the following into the record:

“ORDINANCE #ORD2025-03

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, RELATING TO STORMWATER RUNOFF, SEDIMENTATION AND EROSION CONTROL, CONSTRUCTION WASTE CONTROL, AND ILLICIT STORMWATER CONNECTIONS AND DISCHARGES; AMENDING CODE OF ORDINANCES, SUBPART B, LAND DEVELOPMENT REGULATIONS, CHAPTER 98, SUBDIVISION AND LAND DEVELOPMENT CRITERIA; ARTICLE IV. DESIGN GUIDELINES; PROVIDING FOR CONFLICTS; CODIFICATION; SEVERABILITY; AND AN EFFECTIVE DATE.”

Councilwoman Hanchar moved Ordinance #ORD2025-03 be approved. Councilman Lehmann seconded the motion. A vote was taken and the motion passed 5-0.

4. Department Reports

Mr. Ward provided a quarterly Code Enforcement update, reporting 26 cases so far this year: 9 for unpaid business taxes (7 closed, 2 receiving a second letter), 10 property maintenance cases (6 set for reinspection, 4 closed), 3 cases without permits (all closed), and 2 animal control cases (both closed). He said 9 cases went to the magistrate; resulting in 5 liens, 1 foreclosure, 1 demolition, and 2 cases brought into compliance and closed.

Councilman Dunn asked about the lengthy resolution of some cases and the fees. Mr. Ward explained magistrate hearings cost \$580, findings are determined by the magistrate, and fees are paid by the City as they cannot legally be recovered from the property owner. He acknowledged Code Enforcement is a slow process and stated this report covers January to the present. Council agreed quarterly reports are more practical. Attorney Hand and Council discussed foreclosure timelines and right of redemption.

Mrs. McLean updated Council on finance, noting continued work with the auditors and BS&A system cleanup. She said she expects to provide a budget update in June and revenues and expenditures currently look clean.

Mrs. Odom announced a joint Planning Commission and Council meeting being held on May 13, 2025 to discuss with eda Consultants several Community Development items, including a future land use map amendment and rezoning for Indian Cove Farms, a proposed Waffle House development, as well as updates on the Comprehensive Plan.

Mrs. Odom also detailed a stormwater compliance issue with the Florida Department of Environmental Protection (FDEP). She explained the City was found out of compliance, leading to potential penalties of just under \$27,000. She said past failures were due to the loss of institutional knowledge when the former City Administrator and Public Works Manager resigned. She outlined the lengthy corrective actions taken, including procedural updates and improved tracking, emphasizing the importance of protecting waterways, and minimizing taxpayer impacts.

Vice-Mayor Inskeep and Attorney Hand discussed the challenges of changing FDEP requirements and noted other municipalities face similar issues. Mayor Green expressed frustration with the burden on small cities and stated he would share these concerns with legislators.

Captain Bray thanked Council for their support as the City transitions to the Marion County Sheriff's Office (MCSO) for law enforcement services. He said officers have returned equipment and been placed on paid leave, with surplus and relocation plans underway. He added the school zone safety program is in the warning phase and operating well.

Councilman Dunn reminded Captain Bray about a contact he had forwarded to him previously who is interested in some of the surplus equipment. He suggested Council address the Powell Road property while retaining the Williams Street property for now. He expressed satisfaction with enforcement on the river.

Captain Bray commended MCSO's cooperation and dedication. Mayor Green noted staff has prepared a letter of appreciation for Sheriff Woods. Captain Bray also shared a legitimate GoFundMe has been created to assist recent fire victims.

5. Council Liaison Reports and Comments

Councilman Dunn discussed the upcoming FDOT Transportation Summit meeting on April 29th, expressing his hope someone could attend since he could not. Councilwoman Hanchar and Mayor Green confirmed they had registered to attend.

Councilman Dunn addressed Mayor Green regarding a rumor the Governor might eliminate property taxes. He said from a personal perspective, it sounded wonderful but as it relates to running the City, he found it alarming. He questioned how the City would survive without property tax revenue, which is a major funding source.

Mayor Green responded while there should be an alternative to property taxes, he has not seen any concrete proposal outlining an alternative funding source. He emphasized local schools already struggle, mirroring conditions throughout the county. He advised suggesting a complete overhaul without a clear

replacement is simply another political gesture designed to make people believe in the idea of a “free lunch.” He stated if the Governor believes cities are properly funded, he is not accurately representing the reality. Mayor Green expressed concern about deteriorating infrastructure and declining quality of life, asserting that without a real solution, the situation will continue to worsen.

Councilman Dunn agreed, stating he did not see how property taxes could be replaced and called the suggestion “insanity.” He explained he was curious about what legislators were saying on the matter.

There was further discussion among Council members speculating about the Governor’s motivations and possible outcomes.

Attorney Hand noted a study is currently underway on reforms, but he had not heard any serious discussion about actually eliminating property taxes. He explained such a major reform would require a referendum and, at this stage, they are simply exploring possibilities.

Mayor Green shared he had a very successful trip last week and will be returning this week as well. He reported he attended Marion County Days in Tallahassee, which he described as encouraging, as it included strong support and representation from county leaders and legislators. He called the trip fruitful.

Mayor Green also mentioned the upcoming FDOT Transportation Summit meeting in Live Oak scheduled for April 29th, which he hopes to attend, and the Council agreed on its importance.

Mayor Green relayed a request from the historic group at the Train Depot for their project titled “All Aboard.” He said they are creating a community cookbook and are seeking recipes from Council members, mayors, educators, and residents who love their small town. He explained recipes can be dropped off at the Depot or emailed to dunnellondepot@gmail.com by May 31st.

Finally, Mayor Green reported the Marion County Board of County Commissioners unanimously approved the Law Enforcement Services Agreement between MCSO and the City of Dunnellon. He also mentioned attending a reception for Kat Cammack, the Marion County Representative in the U.S. House of Representatives.

6. City Attorney Report

Attorney Hand asked the Council for feedback regarding a request from the County Attorney about considering implementing an EMS impact fee. He explained no specifics were available yet as the study is still ongoing. He asked if the Council would support such a fee, which would be paid by developers building or expanding projects.

Councilwoman Hanchar noted the County is also looking at fire assessment fees and asked if the EMS impact fee could help keep those fees lower. Attorney Hand clarified these are two different revenue mechanisms; assessments address new needs but not new growth, while impact fees focus on growth-related costs.

Councilwoman Hanchar expressed concern the fee might deter development in the area.

Councilman Lehmann said more homes mean more fire calls, which can sometimes lead to no response when units are busy. He emphasized supporting the fee would help maintain service levels and developers should pay for the services their projects require rather than shifting costs to existing residents.

Councilman Dunn agreed, calling the fee justified due to new construction. He mentioned the On Top of the World Phase Two being developed in Inglis and noted the rapid growth in the area. Mr. Ward added several miles of land have been cleared for this development.

Council discussed the strain on EMS services caused by rapid growth and the increasing number of emergencies.

Vice-Mayor Inskeep cited the development in Marion Oaks as an example where all residents are currently footing the bill through Marion County taxes.

Mayor Green stated growth should pay for growth as much as possible. He acknowledged growth cannot be stopped and the City must manage and cope with it.

The Council agreed to support the implementation of EMS impact fees.

Adjourn

At 7:04 p.m. Councilwoman Hanchar moved the City Council meeting be adjourned. Councilman Dunn seconded the motion. A vote was taken and the motion passed 5-0.

Penned signature of:
Walter L. Green, Mayor

Attest:

Penned signature of:
Amanda Odom, CMC, City Clerk

**City of Dunnellon
City Council Workshop**

Date: May 05, 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. William Ary stepped forward and provided the invocation.

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

Captain Ron Bray, Police Department

Michelle Leonard, Assistant City Clerk

Julie Danowski, Records Clerk

Legal Counsel

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

Proof of Publication

The agenda was posted on the City's website and City Hall bulletin board on Monday, April 28, 2025. The agenda was amended on Tuesday, April 29 to add Item #7b.

1) Public Comments

Art Jones, 12163 Palmetto Way, shared nine volunteers visiting Dunnellon on a retreat recently helped successfully remove hydrilla from the river by hand among the eelgrass. He also announced Duke Energy volunteered to clean City Beach on May 22nd before Memorial Day weekend. He noted no extra volunteers were needed but a thank you from Council would be appreciated.

David Porter, 11835 E. Blue Cove, shared his observations on the new policing efforts, noting more traffic stops, and daily river patrols. He mentioned seeing evening business checks behind

stores. He expressed residents now feel protected and are no longer frightened to walk around town.

2) Board Reports

There were no board reports.

3) Dunnellon Chamber & Business Association Report

Art Jones provided the monthly DCBA report, and read the following into the record:

“New Members

Barr-None Electric Services

Harmony Preschool

Alcova Mortgage

My Piece of Florida

Citrus County Dream Team / Randy Francisco

Barbers & Beers

The Works

Lady Isis

Upcoming Events

May 1st – DCBA New & Current Member Conversation 5:30pm – 7:00 pm. 20500 E. Pennsylvania Ave.

May 2nd – Swamp Chickens at Cheers 6:30pm - 9:30pm 19330 SW 83rd Place Rd.

May 6th, 13th , 20th, & 27th – Greater Dunnellon Historical Society Open 9:00 am – 12:00 pm. 12061 S. Williams St.

May 27th – Dinner Mixer at Boys & Girls Club Guest Speaker United Way President Bob Haight. Dinners are \$20 for Members & \$25 for Future Members.

Rainbow Springs Art May Class Schedule

May 1st- & May 8th - Basic Pinch Pot Trinket Dish from 1:00 pm – 3:00 pm

Instructor: Teresa Anthony Class Fee: \$50.00 Plus \$10 Supply fee

May 3rd - Beginning Watercolor: Country Road 1:00 pm – 3:00 pm

Instructor: Rowena Murillo Class Fee: \$50 Plus \$10 Supply Fee.

May 4th - Cats and Dogs on Rocks 2:00 pm – 4:00 pm

Instructor: Peggy Evans Hughes \$20 class Plus \$10 Supply Fee.

May 10th - Oil painting: Morning Glow 10:00 am – 2:00 pm

Instructor: Sean Mullins Class Fee: \$60.00 Plus \$10 Supply

May 16th - Create an Artistic Vision Board that Works! 10:30 am - 12:30 pm

Instructor: Bridget Hanley: Class Fee: \$40 Plus 5\$ Supply fee.

May 16th- May Flowers on Rocks 2:00 pm – 4:00 pm

Instructor: Peggy Evans Hughes \$20 class fee Plus \$10 Supply Fee.

May 17th- Fun and Easy Faces 1:00 – 3:00 pm

Instructor: Rowena Murillo Class Fee: \$50 Plus \$10 Supply Fee.

May 24th - Creative Foundations - Intro to Drawing and Painting Techniques 12:00 – 2:00 PM

Instructor: Lauren Nielsen Class Fee: \$65 Plus \$15 Supply Fee.”

Councilman Lehmann asked about the Springs Festival. Mr. Jones replied he has met with Public Works, and it is moving forward. He asked anyone who was interested to loan popup tents for shade.

4) Regular Agenda

4.a) Florida Governmental Utility Authority

Will Fontaine, Operations Manager, provided a progress update at Mayor Green’s request. He highlighted the completed Chatmire septic-to-sewer project, which converted about 300 septic tanks at no cost to the residents. He said the grant funded a new lift station, road improvements, and major piping upgrades to protect the river. He discussed the upcoming Rainbow Springs septic-to-sewer conversion, funded by the largest grant of its kind in State history. He mentioned the \$2.2 million package plant abatement project, which will connect the State campground wastewater to the main system, with the school lift station already operational.

Mr. Fontaine reported the Rainbow Springs decommissioning project finished under budget and now functions as a pumping station, reducing nutrient contamination in the river. He said overall, \$28.5 million in grant funding has been secured to support river protection. He noted 438 repair and replacement projects have been completed since 2020, including major lift station rehabilitations and generator replacements, but challenges with aging meters and leaks in Rainbow Springs persist, with \$750,000 budgeted for repairs.

Looking ahead, he emphasized the need for collaboration to handle significant upcoming developments, including Blue Run Ranches. He proposed building a regional sewer plant near the airport to move operations away from the river, suggesting a request for \$50 million in funding and announcing a workshop to discuss this plan.

Councilwoman Hanchar asked about the location, size, and cost of the proposed regional sewer plant. Mr. Fontaine responded building it near the airport was the best option unless shown otherwise. He explained his main concern was the watershed flow, but the airport site was far enough away to avoid affecting the river.

Councilman Lehmann asked about water pressure and system upgrades. Mr. Fontaine explained a project was underway to address the issue, detailing the technical reasons for low pressure. He shared plans to increase pressure by creating two zones, adding another treatment facility for redundancy, and installing a booster station. He noted pressure on the east side was currently inadequate and said the improvement was included in the five-year plan.

Vice-Mayor Inskeep asked if pipe thickness standards had changed. Mr. Fontaine confirmed they had, explaining the new pipes were much thicker. Vice-Mayor Inskeep thanked him for the information, said he learned a lot, and it had been incredible working with his team.

Mayor Green added whatever was needed, Mr. Fontaine has a partner in the City of Dunnellon. He stated it was very impressive to have him come to our small City.

4.b) Tobacco Free Parks Ordinance – Tanya Ousley

Tanya Ousley from the Tobacco Free Partnership of Marion County followed up on the Council's interest in the Tobacco Free Parks initiative, asking if they were ready to proceed. Hillary Jackson, also with the partnership, was present. She said they recently cleaned the boat ramp area and highlighted the health risks from tobacco litter and secondhand smoke. Ms. Ousley noted the Marion County Board of County Commissioners was developing a similar policy, Belleview had passed theirs, and there are 107 policies in place across 47 counties. She emphasized signage and public awareness as key to compliance.

Councilwoman Hanchar thanked her, saying, "The earth is not an ashtray." Mrs. Odom said the Ordinance was on tonight's agenda for discussion and, if finalized, could have a first reading next week.

4.c) Florida Friendly Landscape – Mandy Odom, City Clerk

Mrs. Odom explained the following presentation meets one of the requirements in maintaining compliance with our FDEP stormwater permit, which is public education.

Mrs. Odom explained Florida-Friendly Landscaping™ is a science-based method for creating sustainable, attractive yards which conserve water, protect natural resources, and support wildlife. She said it was developed in response to Florida's rapid population growth which is projected to double by 2070. She stated the program aims to reduce pressure on water quality and availability, which are vital for public health, tourism, and local economies. She added the approach recognizes landscapes are part of a larger natural system, where misuse of fertilizers and pesticides can fuel harmful algae blooms.

Mrs. Odom shared the program's cornerstone is the "right plant, right place" principle, selecting plants suited to local conditions to minimize water, fertilizer, and pesticide needs. She explained the key principles also include efficient watering, responsible fertilizing, using mulch to conserve moisture and improve soil, attracting wildlife with diverse native plants, managing pests with targeted, minimal chemical use, recycling yard waste, reducing stormwater runoff through permeable surfaces and rainwater harvesting, and protecting waterfronts by establishing a 10-foot vegetative buffer to prevent erosion and nutrient runoff.

Mrs. Odom highlighted Florida's unique climate allows diverse plant choices but stressed the importance of selecting species adapted to the environment. She stated by following these principles, residents can maintain beautiful, sustainable landscapes while enhancing water quality and ecosystem health. She also shared educational resources and training are available through UF/IFAS and are supported by the Southwest Florida Water Management District. She closed by saying ultimately, Florida-Friendly Landscaping helps preserve the State's natural beauty for present and future generations.

5) Council Agenda Items

5.a) Vice-Mayor Inskeep - Agreement #AGR2021-23, Marion County Animal Control Services

Vice-Mayor Inskeep raised concerns about the City's \$12,000 animal control contract, noting it was based on a formula used to calculate tax revenue the city receives and unincorporated areas do not pay into it. He said he found residents may be paying twice, once via the City contract and again through their tax bills. He stated Marion County cannot provide services within City limits without a contract, and he requested Council give permission for him to reach out to the County to gather more data. Attorney Hand explained the City must provide essential services and pay the County if it wants them to handle such services, similar to the Sheriff's Department arrangement. The Council agreed to Vice-Mayor Inskeep's request to investigate, with Attorney Hand noting County ordinances don't apply unless adopted by the City. Councilwoman Hanchar emphasized now is a good time to renegotiate given the upcoming budget season.

6) Resolutions

6.a) Resolution #RES2025-15, Surplus Vehicles and Equipment – Police Department

Chief Bray reported the Police Department transition is underway, with plans to surplus patrol vehicles which have attracted interest from other cities. He stated surplus requirements differ based on the buyer, with fewer modifications needed if sold to another city rather than being auctioned. He provided the Blue Book valuations for two 2020 Dodge vehicles, and requested a Resolution to solicit bids, which Council approved.

There was further discussion regarding setting a minimum bid. Chief Bray recommended not setting a minimum to better gauge interest. Mrs. Odom mentioned the City's current office vehicle is in poor shape, and she proposed declaring it surplus while keeping one of the police vehicles for City staff use. Council agreed with both suggestions.

7) Ordinances

7.a) Ordinance #ORD2025-04, Variance Text Amendments

Mrs. Odom stated this Ordinance was initiated by eda Consulting, and they have provided the following staff report.

Mrs. Odom read the following into the record:

"The City is seeking to adopt an ordinance amending the City's Land Development Regulations (as adopted in the Code of Ordinances) to resolve discrepancies in the application process for variances and the board responsible for processing those applications.

Currently, two different sections of the Land Development Regulations address variances: Appendix A, Article XVII (Conditional Permits and Variances) and Subpart B – Land Development Regulations, Chapter 94 – Planning, Article II, Section 94-37 (12) Variances. Appendix A, Article XVII indicates that the Code Enforcement Board acting as a Board of Adjustment has the power to grant variances and conditional permits. However, the City of Dunnellon does not have either a Code Enforcement Board or Board of Adjustment. In fact, Subpart B – Land Development

Regulations, Chapter 94 – Planning, Article II, Section 94-37.5 specifically recognizes that the Board of Adjustment is defunct as stated in the below reference:

“The City of Dunnellon’s Planning Commission merges the powers and duties of traditional planning boards with additional duties and responsibilities previously handled by the City’s now defunct Board of Adjustment. “

Within the powers and duties assigned to the Planning Commission, Subpart B – Land Development Regulations, Chapter 94, Section 94-37 (12), the Code specifically states,” (12) a. The Commission may recommend to the City Council approval of a request for a variance from the terms of the relevant ordinance as will not be contrary to the public interest... “

The Code further provides for review criteria that the Planning Commission must make findings on in order to recommend a variance. There are six review criteria stated in Chapter 94, Section 94-37 (12) b. It has been the ongoing practice for the Planning Commission to review and make findings on variances.

Appendix A, Article XVII (Conditional Permits and Variances) Section 17.2 (a) contains five requirements for the issuance of a variance, which vary from the requirements that the Planning Commission must use. Further, Article XVII gives the final authority to grant variances to the Board of Adjustment (or Code Enforcement Board acting as a Board of Adjustment). This is contrary to the current practice of the Dunnellon City Council having the final authority to grant variances. The above-mentioned discrepancies in the Land Development Regulations create confusion and need to be resolved through amendments to the Code of Ordinances.

Based on the problematic discrepancies in the Land Development Regulations and the resultant confusion this may cause, consider the revisions proposed in Ordinance #2025-04 that resolve the issues by deleting Appendix A, Article XVII (Conditional Permits and Variances) and further clarifying that the Planning Commission has the responsibility for public hearings and recommendations to the City Council for variances. On this basis, the recommendation is to adopt Ordinance #2025-04.”

Attorney Hand stated there are several areas in the Land Development code which are confusing or conflicting, and this is the first to be brought forward for correction. Mrs. Odom added the Ordinance has already been presented to and approved by the Planning Commission, and the first reading is scheduled for the Wednesday Council meeting.

7.b) Ordinance #ORD2025-07, Tobacco Free Parks

Attorney Hand advised limiting the smoking Ordinance to City parks due to State preemption, clarifying the City could not regulate unfiltered cigars. Mayor Green agreed, noting enforcement on private property could cause conflicts, and it was best to focus on City-controlled spaces.

Attorney Hand explained the Ordinance language was based on Belleview’s Ordinance, and included areas where children congregate. He asked if Council wanted monetary penalties or a

warning system, mentioning Blue Run Park's current \$50 fine and questioning whether to include that park.

Vice-Mayor Inskeep raised concerns about enforceability, asking if police would be called for violations. Attorney Hand confirmed they would. Councilwoman Hanchar compared it to enforcing dog leash laws. Vice-Mayor Inskeep emphasized the need for a realistic, enforceable policy.

Attorney Hand stated Bellevue's penalty language does not specify a fine. Mayor Green supported an approach focused on education and warnings rather than fines, and Vice-Mayor Inskeep agreed. Mayor Green stressed encouraging compliance through reminders and assisting those unwilling to comply to go elsewhere. The Council unanimously agreed.

Mr. Ward asked about signage, and Mrs. Odom read the following into the record:

"The City' Public Works Director or their designee shall post at least one clear, conspicuous, and unambiguous "No Smoking or Vaping" sign at each point of ingress to the area, and in at least one other conspicuous location where individuals congregate in City parks. Notwithstanding this provision, the presence or absence of signs shall not be a defense to a charge of smoking or vaping in violation of any other provision of this ordinance."

8) Agreements

8.a) Agreement #AGR2025-10, Special Magistrate

Mrs. Odom presented a renewal contract for Audrie M. Harris, P.A., Special Magistrate, noting it was a four-year agreement. The Council had no questions and agreed to place it on the consent agenda.

Mr. Ward asked if she would be used for anything beyond Code Enforcement, and whether anything needed to be added to the contract to allow for future needs. Attorney Hand explained she would also be used for the Redspeed school zone enforcement program, and clarified it is an at-will contract, making it easy to adjust if needed in the future.

9) Department Reports

Mrs. Odom announced she is recommending the appointment of William Ary to fill the vacant Community Development Manager position and invited Mr. Ary to speak.

William Ary shared he currently serves as the Town Manager for Yankeetown but lives in Dunnellon and wishes to serve his hometown. He stated he has already met individually with each Council member.

Councilwoman Hanchar asked about his experience addressing community concerns and bringing forward ideas to help the City. Mr. Ary explained he had not yet reviewed Dunnellon's Comprehensive Plan but had extensive experience with Yankeetown's, which was considered the most complex in the State. Councilwoman Hanchar asked about his experience with CRA

programs. Mr. Ary replied Yankeetown did not have one, but he had worked with other communities who did, and he was willing to learn and assist.

Councilman Lehmann asked about the position, his future with Yankeetown, and why he wanted to join Dunnellon. Mr. Ary confirmed he would resign from Yankeetown, and shared he wanted to focus on one role rather than wearing many hats. Mr. Ary described his projected day-to-day responsibilities with Dunnellon which included reviewing the Comprehensive Plan, working with the Planning Commission, addressing codes, assisting with Ordinances, and serving as a liaison between the community and the State.

Councilwoman Hanchar asked about his grant writing skills. Mr. Ary responded he had experience with HUD, CDBG, and several other grants and felt confident in this area.

Mayor Green expressed appreciation for his presentation and believed Mr. Ary was what the City needed. Vice-Mayor Inskeep noted the importance of someone committed to long-term service. Mrs. Odom supported his appointment and felt he would be a good fit.

Council thanked Mr. Ary for attending.

Vice-Mayor Inskeep raised concerns about the timeline, noting if they waited for a formal vote next Wednesday, there would be no overlap with outgoing staff. He suggested reaching consensus now so Mr. Ary would feel secure giving notice to his current employer the next day.

Attorney Hand confirmed this approach was allowed by Ordinance. Mayor Green and the rest of the Council agreed, emphasizing the importance of moving quickly.

Mrs. Odom explained she could hire Mr. Ary on a 90-day temporary basis immediately, then finalize the full-time appointment after Wednesday's vote. Council members expressed confidence in the plan, and Mrs. Odom said she would move forward with a conditional offer and include formal approval on the consent agenda.

Chief Bray reported progress on the Police Department transition, noting evidence would be moved to the Sheriff's Department the next day, moving them closer to fully vacating the building. He said he attended a Florida Police Chiefs training, connecting with other chiefs and gathering useful information, and planned to continue training that week.

Mayor Green mentioned an upcoming memorial service at the County Commission complex. Mr. Ward requested a list of Sheriff Deputy contacts, and Chief Bray agreed to provide it, reminding everyone to use the non-emergency number when needed.

Mr. Ward suggested closing the Ernie Mills restrooms except during events due to ongoing vandalism and misuse by the homeless. Vice-Mayor Inskeep agreed, describing escalating damage and misuse, including demands for power restoration and frequent complaints. Mr. Ward noted many offenders were not City residents, and they had stolen or destroyed signage.

Councilwoman Hanchar suggested adding cameras, and Mr. Ward recommended revisiting a parking kiosk system to help offset maintenance costs.

Vice-Mayor Inskeep supported closing the restrooms to encourage problem individuals to move on, with the option to reopen later. Mayor Green agreed, emphasizing protecting public property and safety.

Council briefly discussed impacts on pickleball players.

Mayor Green also suggested considering longer City beach hours, but Vice-Mayor Inskeep raised concerns about unruly crowds and alligator activity after 6:00 p.m. Mr. Ward noted it was alligator breeding season. Council discussed the risks and benefits of evening access and decided to make no changes at this time.

Mrs. McLean shared the auditors' preliminary report would be ready soon, and FEMA approvals were complete, though they were still awaiting action from the Department of Emergency Management. She said she is also working on cleaning up the BS&A system, finding many miscoded entries in miscellaneous revenue accounts.

Vice-Mayor Inskeep noted the second-quarter results suggested many residents might not be paying their garbage bills, and he questioned whether this was a reporting error or if taxpayers were covering these unpaid costs.

10) Council comments

Mayor Green and Councilwoman Hanchar attended the FDOT Transportation Planning Summit on April 29th, though not in their district, they found very informative. Mayor Green described learning how FDOT organizes and supports counties during disaster, and noted it was eye-opening to consider what could happen if Dunnellon were directly impacted. Councilwoman Hanchar added there were many grant opportunities discussed, and they highlighted the use of drones to assess bridge erosion and other infrastructure issues.

Vice-Mayor Inskeep shared he and staff are making good progress on the CRA roads and firehouse parking lot project, and he anticipated staff would be advertising for bids within a week. Mayor Green asked about timing. Vice-Mayor Inskeep said it takes a few months to finalize a contract and emphasized finishing before school starts, with a deadline being included in the contract.

Councilwoman Hanchar asked about the project's duration. Vice-Mayor Inskeep said based on the progress that was made when reclaiming the Granada, he believes each section of road could be done in about a week. Councilwoman Hanchar suggested doing it during Christmas break, but Mayor Green noted winter conditions could cause limitations.

Mayor Green announced that Wally Dunn had submitted his resignation effective immediately. Mrs. Odom advised avoiding contact with Mr. Dunn until the resignation was formally accepted.

to prevent potential Sunshine Law violations. Mayor Green confirmed he had only contacted Mr. Dunn to acknowledge receipt of the resignation.

Vice-Mayor Inskeep asked about posting the vacant position, and Mrs. Odom explained if Council chose to fill it outside a formal election, they would need to advertise it first.

11) City Attorney Comments

Attorney Hand reported the legislative session had been extended until June 6th. He explained any bill not sent to the Governor by May 3rd was no longer in play. He stated there were only two bills of interest to local government still active: the Live Local opt-out bill, and the Communities bill. He noted the House had attempted to insert CRA-related language into one of these bills, but it had been rejected by the Senate. However, he cautioned it was still possible for it to be added back in before the session ended. Attorney Hand anticipated any CRA-related legislation which passed this year would likely be revisited during the next legislative session.

12) Public Comment

There were no public comments.

Adjournment

The meeting was adjourned at approximately 8:33 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: May 14, 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 6:05 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, May 07, 2025.

The agenda was amended on Monday, May 12, 2025 to add item #1a and minutes to the consent agenda.

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
 - September 25, 2024 Special Joint CRA Council Budget Meeting
 - October 07, 2024 Workshop
 - October 16, 2024 Meeting
 - November 4, 2024 Meeting
- Authorize Mayor to sign Agreement #AGR2025-10, Special Magistrate
- Authorize the City Clerk to appoint William Ary to the position of Community Development Manager as presented during the May 5th workshop.

Public Comment

There were no public comments.

Councilwoman Hanchar moved the consent agenda be approved. Councilman Lehmann seconded the motion. A vote was taken and the motion passed 4-0.

Marion County Sheriff's Office Report

Sgt. Moore reported services began April 6th with six deputies dedicated to the City. He advised he tasked his day and mid shift deputies with making introductions at the businesses and they are focusing on community education by issuing warnings first and citations to those whose behavior is habitual. He provided the monthly statistics, stating there were 73 parking citations, with a good portion at the Publix plaza, 6 DUI arrests, 242 calls for service, and there was very little change in traffic accident numbers from last year. He said retail theft, mainly at Walmart, was the biggest issue and the suspects involved in the recent vegetable stand burglaries were apprehended.

Councilman Lehmann inquired about how things are working since the Sheriff's Office took over. Sgt. Moore explained the Chain of Command since Law Enforcement Services have been taken over by the Sheriff's Office. He said he reports directly to Lt. Vowinkel and the six deputies report to him. He commented both he and Lt. Vowinkel will be working closely with Chief Bray. He added all the deputies live in the area, consider Dunnellon their home, and are happy to be serving here.

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.”

Regular Agenda

1. Ordinances

1.a) Public Hearing – Ordinance #ORD2025-03, Stormwater Management

Mayor Green gavelled down and stated, “It is now 6:18 p.m. and I close the regular meeting and open the public hearing to discuss Ordinance #ORD2025-03, Stormwater Management. Posted on the City’s Website on 04/23/2025 and advertised in the Riverland News on May 2, 2025.

Staff Comment

Mrs. Odom explained this is the second and final reading of the updated stormwater ordinance. She said this was brought forward as a result of the FDEP audit because they identified some areas which needed to be amended.

Public Comment

There were no public comments.

Mayor Green gavelled down and stated, “It is now 6:19 p.m. and I close the public hearing held to discuss Ordinance #ORD2025-03 and reopen the May 14, 2025 City Council meeting.”

Vice-Mayor Inskeep moved Ordinance #ORD2025-03 be read by title only. Councilwoman Hanchar seconded the motion. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

“ORDINANCE #ORD2025-03

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, RELATING TO STORMWATER RUNOFF, SEDIMENTATION AND EROSION CONTROL, CONSTRUCTION WASTE CONTROL, AND ILLICIT STORMWATER CONNECTIONS AND DISCHARGES; AMENDING CODE OF ORDINANCES, SUBPART B, LAND DEVELOPMENT REGULATIONS, CHAPTER 98, SUBDIVISION AND LAND DEVELOPMENT CRITERIA; ARTICLE IV. DESIGN GUIDELINES; PROVIDING FOR CONFLICTS; CODIFICATION; SEVERABILITY; AND AN EFFECTIVE DATE.”

Councilwoman Hanchar moved Ordinance #ORD2025-03 be approved. Councilman Lehmann seconded the motion. A vote was taken and the motion passed 4-0.

1.b) First Reading Ordinance #ORD2025-04, Variance Text Amendments

Public Comment

There were no public comments.

Vice-Mayor Inskeep moved Ordinance #ORD2025-04 be read by title only. Councilman Lehmann seconded the motion. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

"ORDINANCE #ORD2025-04

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, AMENDING APPENDIX "A" – 'ZONING' OF THE CITY'S CODE OF ORDINANCES; AMENDING CHAPTER 94, ARTICLE II OF THE CITY'S CODE OF ORDINANCES PERTAINING TO THE PLANNING COMMISSION; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE."

Councilwoman Hanchar moved Ordinance #ORD2025-04 be approved. Vice-Mayor Inskeep seconded the motion. A vote was taken and the motion passed 4-0.

1.c) Ordinance #ORD2025-07, Tobacco Free Parks

Public Comment

There were no public comments.

Councilwoman Hanchar moved to Ordinance #ORD2025-07 be read by title only. Vice-Mayor Inskeep seconded the motion. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

"ORDINANCE #ORD2025-07

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, PROHIBITING SMOKING AND VAPING IN PUBLIC PARKS; PROVIDING DEFINITIONS, PROVIDING FOR SIGNAGE; PROVIDING FOR PROHIBITIONS AND ENFORCEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE."

Vice-Mayor Inskeep moved Ordinance #ORD2025-07 be approved. Councilwoman Hanchar seconded the motion. A vote was taken and the motion passed 4-0.

2. Resolutions

2.a) Resolution #RES2025-15, Surplus Vehicles and Equipment

Public Comment

There were no public comments.

Councilwoman Hanchar moved Resolution #RES2025-15 be read by title only. Vice-Mayor Inskeep seconded the motion. A vote was taken and the motion passed 4-0.

Mrs. Odom read the following into the record:

“RESOLUTION #RES2025-15

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

Vice-Mayor Inskeep moved Resolution #RES2025-15 be approved. Councilwoman Hanchar seconded the motion.

Councilman Lehmann stated last week information was shared indicating the surplus police vehicles had a value of \$21,000. He noted the City of Williston offered to purchase two of them for \$8,000 each and the City would need to pay \$1,500 to remove the insignias and such. He explained he received questions from the public about whether the City was truly getting a fair value for the vehicles. Vice-Mayor Inskeep responded the City would likely not receive full value.

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

3. Board Appointments

Mrs. Odom stated two applications for the Planning Commission vacancy had been received earlier in the week and she would send them to Council for review before the next workshop for consideration. She added there are four board vacancies, two full members and two alternate members. She also mentioned the City is actively advertising for the vacant Council position and will accept applications until June 6th.

Councilwoman Hanchar asked Mrs. Odom to add the information to the City’s Facebook page so she could share it.

4. Staff Agenda Items

Mrs. Odom stated she met with Rick Dunn last week and he has agreed to join the City under the 90-day temporary hire article in the Personnel Manual. She explained she is bringing this forward due to the budget impact since only two Community Development positions were budgeted. She said she asked Mrs. McLean to complete an analysis of the budget to see where we were projected to be through fiscal year end to determine if a budget amendment would be required. Mrs. Odom requested approval to appoint Rick Dunn in the temporary capacity. She noted a job description had not yet been created but she would work with Mr. Ary and Mr. Dunn to develop it, pending Council’s consent.

Mrs. McLean stated she calculated Mr. Ary’s and Mr. Dunn’s rates along with the soon-to-be-vacant Planning Assistant wages. She explained the General Fund would be slightly over budget, but not significantly. She added the CRA budget had ample flexibility because other departments chose to hire temporary staff instead of filling two positions.

Mayor Green asked for a rough estimate of expenses. Mrs. McLean explained her document needed to be realigned after recent adjustments but noted the General Fund might run about \$10,000 over, with

Vice-Mayor Inskeep clarifying it would likely balance out overall. Councilman Lehmann pointed out since Mrs. Wyen and Ms. Elder are leaving, their wages would offset some costs. Mrs. McLean added the City would likely end up under budget. Mayor Green commended staff for working to keep expenses within budget.

Mayor Green invited Mr. Dunn to speak. Mr. Dunn shared his objectives and goals, mentioning he would work with Mr. Ary and Mr. Ward to finalize them. He discussed reviewing development permits, grant and FDOT opportunities, and infrastructure improvements. He mentioned a grant writer, who was in attendance, who would be available to meet with Mr. Ary. He humorously noted he had retired four times in the past five years.

Councilmembers expressed enthusiasm and gratitude. Councilwoman Hanchar thanked him for stepping up and said she looked forward to learning from him. Councilman Lehmann asked about his CRA experience and potential contributions. Mr. Dunn replied he would help create strong policies to advance the City.

There was further discussion regarding his knowledge of infrastructure and strategies to attract developers to blighted buildings on Williams Street, including potential zoning changes and public charrettes. Mrs. Odom asked for Council's approval to proceed and consensus was given.

5. Department Reports

Mrs. Odom stated a requalification letter was received from Marion County regarding the City's participation in the CDBG program. Mrs. McLean explained the City has partnered with Marion County since 2020, with the most recent agreement in 2022, and it must be renewed every couple years. She said this partnership allows the City to work through the County for grant funds instead of through the federal grant system. She asked if there were any objections to having the Mayor sign the agreement.

Councilwoman Hanchar asked if the City had utilized any of the funds, noting the CDBG program was very beneficial and she saw no harm in renewing.

Vice-Mayor Inskeep asked if there was any cost to the City.

Mrs. McLean clarified the requalification must be approved through HUD. Marion County then receives the grant funding approval, and they approve the City's participation. Mrs. Odom added this letter does not commit the City to anything; it merely expresses the City's intent to requalify. Once signed and approved, an interlocal agreement would be forthcoming for Council's consideration.

Vice-Mayor Inskeep moved to authorize the Mayor to sign the Letter of Requalification to participate with Marion County for receipt of Community Development Block Grant (CDBG) funds as an Urban County. Councilwoman Hanchar seconded the motion.

Public Comment

There were no public comments.

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

Chief Bray stated he is seeking direction on the surplus of items. He explained a Resolution is required to declare items as surplus and for items valued over \$5,000, the city must advertise seeking offers. He mentioned they have a total of 20 handguns to dispose of, but plan to keep five. He said they received an offer from the City of Williston in the amount of \$3,000 for the firearms and asked if he could move forward with the sale. Council gave consensus to move forward.

Mrs. Odom added a surplus Resolution is still required to provide for the disposal method of the items being declared surplus. Chief Bray asked if this could be prepared for the June meeting and Mrs. Odom confirmed.

Mrs. McLean provided a preliminary projection of the surplus to be expected from the conversion of law enforcement services. She also stated she had been continuing to work on resolving issues with the financial software conversion and is expecting to have the correcting journal entries completed soon. She plans to distribute budget calendars before the first of June. Mrs. Odom reminded departments to start preparing their budgets for Mrs. McLean. Mrs. McLean offered to provide the department heads with a detailed report of last year's budget to assist them.

6. Council Liaison Reports and Comments

Councilwoman Hanchar asked Mr. Ward about the driveway improvements at the Fire Department, noting business owners were asking when it would be addressed. Vice-Mayor Inskeep responded he and Mr. Ward would meet the next day to finalize the bid specifications.

Mayor Green commented the City seemed to be in good shape heading into budget season and said he looked forward to seeing progress in the Planning Department.

7. City Attorney Report

Attorney Hand updated Council on Senate Bill 180 stating it contains significant and unexpected changes. He explained the bill directly impacts Planning and Community Development and ties certain provisions to hurricane declarations. He said if a county was covered under a hurricane declaration, the bill's provisions would apply statewide. He further explained Section 28 prohibits local governments from proposing moratoriums and it does not define what constitutes a "burdensome amendment." He added the bill is retroactive from August 1, 2024, through October 1, 2027, and appears likely to become law. He stated if the City were to violate the bill, it could face legal action and be liable for attorney fees. He announced one section of the bill may even allow restrictions to become indefinite, making long-term planning more difficult for municipalities.

Mayor Green commented cities and counties are likely to enhance their building codes in response to current conditions, noting the Legislature does not control insurance companies, which may refuse to insure certain homes. He questioned how the Legislature plans to address that reality, especially given the impacts of climate change.

Attorney Hand said he would continue keeping Council informed as the situation develops, acknowledging conflicting legislation which will eventually need to be addressed.

Councilwoman Hanchar asked what Council could do and whether there was a list of people they could contact. Attorney Hand recommended reaching out to the Florida League of Cities.

Mr. Ary added he already contacted the League of Cities on behalf of Yankeetown. He stated there are multiple lobbyists urging the Governor to veto the bill and a letter was submitted to the lobbyists for delivery to the Governor. He noted the rising insurance rates, saying only the wealthiest individuals and developers can now afford private insurance.

Vice-Mayor Inskeep asked why the Legislature chose this approach. Attorney Hand said he could not speculate but referred to it as "horse trading." Mr. Ary explained according to the Florida League of Cities, many coastal communities were given as little as 90 days to make decisions about affected properties and the short timeline may have been an effort to avoid placing additional burdens on taxpayers.

Mrs. Odom stated eda Consultants would like to schedule another joint meeting, with the Planning Commission, on June 10th and Council agreed.

Adjourn

At 7:14 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
Agenda Summary Form

Meeting Date: August 13, 2025

1. Responsible Department: Public Works
2. Presenter: Chad Ward, Public Works Manager
3. Recommended Action: Authorize the purchase of a 2023 Ford F250SD Lariat Pickup Truck in the amount of \$34,999 after trade in.

Subject: Purchase Approval Request

Request for Approval Summary Explanation & Background:

Staff obtained proposals for comparable vehicles through various dealerships as follows:

- | | |
|-----------------------|-------------|
| 1. Nick Nicholas Ford | \$34,999.00 |
| 2. Beck Ford | \$40,672.93 |
| 3. Honda of Ocala | \$48,090.38 |

Based upon the proposals received, it is staff's recommendation to purchase the 2023 Ford F250SD Pickup Truck from Nick Nicholas Ford as a single/sole-source for the following reasons: Price, mileage, tow package, towing capacity, vehicle color, and fuel type.

The new truck will replace Vehicle #17, Year 2022 Ford F150 VIN#1FTEX1EB7NKE33974. This vehicle is declared surplus by Resolution #RES2025-24 and will be used as a trade-in.

Procurement Method: Written Proposals

Fiscal Information: \$50,000 budgeted for FY2024-25, funded by 1% Discretionary Sales Surtax Reserve.

Attorney Review: N/A

CITY OF DUNNELLON

CPTAG Application Cover Sheet – Fiscal Year 2025–2026

Project Overview

Project Title	Land Development Code & Zoning Map Update
Funding Requested	\$60,000
Project Timeline	November 2025 – May 30, 2026

Applicant Contact

Municipality	City of Dunnellon
FEID	59-6000311
Mailing Address	20750 River Drive Dunnellon, FL 34431
Contact Person	William Ary, Community Development Manager
Email	wary@dunnellon.org
Phone	(352) 465-8500

Enclosed Documents

- ✓ Executive Summary
- ✓ Scope of Work (Deliverables/Tasks)
- ✓ Project Timeline & Fees
- ✓ Consultant Profile
- ✓ Funding Request Letter from City

CITY OF DUNNELLON

Community Planning Technical Assistance Grant Proposal

Fiscal Year: 2025–2026
Project Title: Land Development Code Update
Date Submitted: July 29, 2025
Applicant Contact: William Ary, Community Development Manager
20750 River Drive, Dunnellon, FL 34431
wary@dunnellon.org | (352) 465-8500

Executive Summary

The City of Dunnellon seeks funding through Florida Commerce’s CPTAG program to update its Land Development Code (LDC) that will follow the Comprehensive Plan update that is currently underway. The LDC update will ensure consistency with the City’s newly adopted Comprehensive Plan Goals, Objectives and Policies and better align with current development trends, sustainability goals and community priorities. The update process will be conducted in five phases, each designed to ensure that the final LDC is comprehensive, clear, and reflective of the City’s growth needs.

Requested Grant Amount: **\$60,000**

Project Duration: **November 2025 – May 30, 2026**

Project Deliverables: **Updated Land Development Code, Zoning Map Update, & Adoption Ordinances.**

Scope of Work (Deliverables / Tasks)

Deliverable/Task 1 –Project Initiation & Assessment

- Facilitate project kickoff meeting.
- Establish communication protocol with City Staff and City Attorney’s Office.
- Comprehensive review of the City’s existing LDC.
- Analyze current regulations to evaluate strengths and weaknesses, focusing on areas where improvements are needed.
- Develop community profile (key demographics / trends) identifying community values, sustainability, and strategies for growth.
- Establish framework that incorporates community values, long-term sustainability and growth strategies.
- Ongoing coordination/project management throughout project.

Deliverable/Task 2 – Research & Analysis

- Research and analyze existing City documents (current zoning practices, land use policies, zoning map, and sustainability standards), as well as recent Florida Statutes research, review and analysis.
- Stakeholder interviews (Internal/City staff only) with various departments to understand the effect of these documents in actual practice.
- Preparation of initial Amendment Matrix.

Deliverable/Task 3 – Drafting the Updated Land Development Code & Zoning Map

- Full redrafting of Land Development Code text and structure, including a preliminary draft of the updated LDC based on the findings of the previous two phases. Emphasis will be placed on regulations that will allow for balanced growth while preserving the community's cultural and environmental assets.
- Definitions update and reformatting for ease of use.
- GIS analysis of current Zoning Map for inconsistencies with Future Land Use Map.
- Preliminary zoning map in GIS for consistency with Future Land Use designations.

Deliverable/Task 4 – Public Engagement

- Routinely post project information on the City's website to keep the public informed of the status of the project.
- City staff will maintain the online information updated and provide consultant with any feedback received.
- Public will be notified about / invited to participate in the three (3) public hearings in Task 5. Finalization & Adoption.

Deliverable/Task 5 – Finalization & Adoption

- City staff, legal and consultant review of final draft of LDC and zoning map.
- Consultant to prepare edits based on feedback from City staff and City Attorney review.
- Preparation for and presentation at three (3) public hearings and two (2) at City Commission for adoption.
- Include edits (as applicable) following Plan Commission prior to City Council adoption.
- Scrivener's errors level minor edits following City Council for finalization.

Project Timeline & Fees

Deliverable Tasks	Description	Deadline	Payment Not to Exceed
1	Project Initiation & Assessment	November 2025	\$10,000
2	Research & Analysis	February 28, 2026	\$10,000
3	Drafting the Updated Land Development Code & GIS Analysis of Zoning Map	March 2026	\$30,000
4	Public Engagement & Revisions	April 2026	\$7,500
5	Finalization & Adoption of Code & Updated Zoning Map	May 30, 2026	\$2,500
		Total	\$60,000

Consultant Profile

Firm: eda consultants, inc.

Contact: Clay Sweger, AICP, LEED AP, Director of Planning

Email: csweger@edafl.com

Phone: (352) 373-3541

Website: www.edafl.com

Experience Highlights (eda)

- Firm includes three AICP certified planners with over 75 combined years of Florida land use and comprehensive planning experience.
- Experienced local government planning consultants, currently providing public comprehensive and current planning services for the municipalities of Hawthorne and Waldo in Alachua County, Dunnellon in Marion County and White Springs in Hamilton County.
- Expertise in rural planning, resilience integration, statutory compliance.
- GIS and visualization capabilities using ESRI ArcGIS and CADD.
- Strong community engagement track record in public planning using a variety of platforms.

Statement of Qualifications available upon request.

Funding Request Letter

See attached cover letter from Mayor Walter Green.



CITY OF DUNNELLON

20750 River Drive
Dunnellon, FL 34431
(352) 465-8500
FAX (352) 465-8505

July 29, 2025

Florida Commerce
Bureau of Community Planning and Growth
Division of Community Development
CPTAgrants@Commerce.fl.gov
107 East Madison Street, MSC 160
Tallahassee, FL 32399-4120

Subject: CPTAG Application – Land Development Code Update

Dear Florida Commerce Review Committee:

On behalf of the City of Dunnellon, I respectfully submit this application for the **Community Planning Technical Assistance Grant (CPTAG)** for fiscal year 2025–2026. This funding will support our initiative to update the City's Land Development Code, which will be required subsequent to the Comprehensive Plan update that is currently underway to bring the City into full compliance with Florida Statutes §§163.3177 and 163.3191.

As a small municipality, Dunnellon faces unique planning challenges tied to staffing limitations, infrastructure constraints, and resilience needs. The grant funding will allow us to engage professional planning consultants to assist in evaluating and updating the existing Land Development Code and Zoning Map throughout the process to completion (ordinance adoption).

We are requesting \$60,000 to complete this important project. A full Scope of Work and budget estimate are included in the attached proposal.

We appreciate Florida Commerce's commitment to supporting communities like ours and look forward to the opportunity to strengthen our planning framework.

Sincerely,

Walter L. Green, Mayor, City of Dunnellon



CITY OF DUNNELLON

20750 RIVER DRIVE
DUNNELLON, FL 34431
(352) 465-8500
FAX (352) 465-8500

APPLICATION #PZ20250001 FOR VARIANCE #VAR2025-01

Property Owner: GH&G FLORIDA LLC

Parcel: 33615-000-02

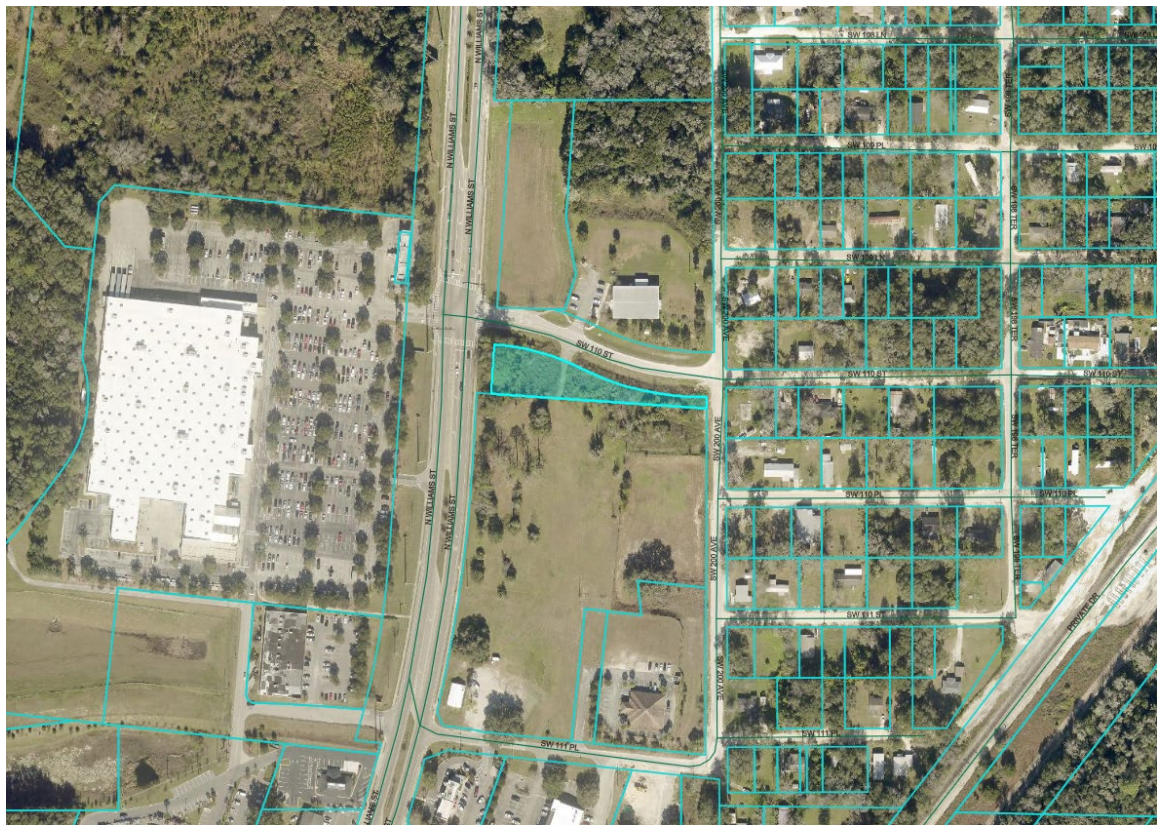
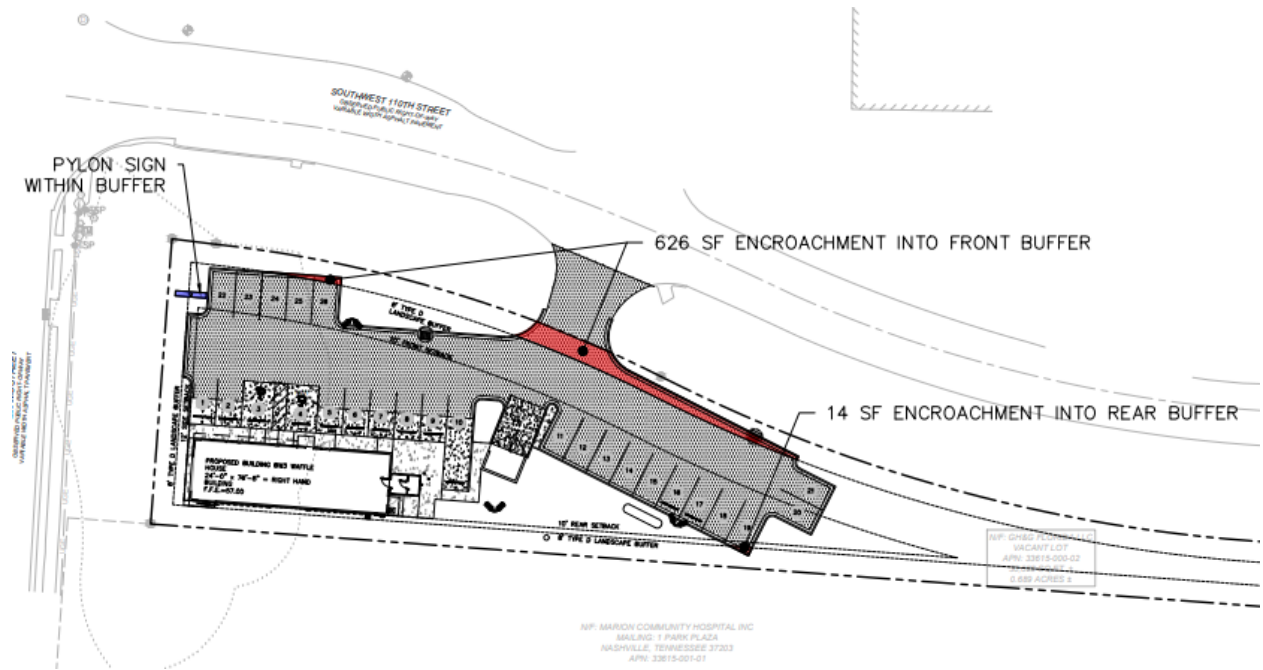
Acres: 0.690000

Property Legal Description:

SEC 26 TWP 16 RGE 18
COM AT THE SE COR OF NE 1/4 OF SEC 26 TH N 00-23-30 E
873.21 FT TO THE POB TH N 85-45-19 W 508.20 FT TH
N 04-16-36 E 109.96 FT TH S 82-54-24 E 17.09 FT TO A
CURVE TO THE RIGHT HAVING A RADIUS OF 500 FT A
CENTRAL ANGLE OF 20-34-48 A CHORD BEARING &
DISTANCE OF S 73-24-00 E 179.63 FT TH ALONG ARC OF
CURVE 179.59 FT TO THE PT OF REVERSE CURVATURE
HAVING A RADIUS OF 600 A CENTRAL ANGLE OF 25-06-54 A
CHORD BEARING & DISTANCE OF S 75-38-47 E 260.90 FT TH
ALONG ARC OF CURVE 263 FT TH S 88-19-07 E 57.87 FT TH
S 00-17-25 W 27.75 FT TO THE POB

Property is located at the intersection of N Williams St & SW 110th St.

Property Owner is requesting variance from **Article X, Section 10.8.1- General Buffer Requirements.**



Section 17.2 - Requirements for variances.

No variance from the terms of the zoning code shall be authorized by the board unless the board finds that all of the following facts and conditions exist:

1. Special conditions and circumstances exist which are peculiar to the land structure or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
 - Without the requested variance, the Applicant's Property will face a significant hardship. Due to the unique dimensions of the lot, it is challenging to comply with the required landscape buffers, parking space allocations, and drive aisle widths. Granting the variance for the landscape buffer would enable the Applicant to meet the remaining zoning requirements. Without this relief, the Property cannot accommodate the construction of a restaurant and will be restricted in its ability to support ongoing business operations.
2. The special conditions and circumstances do not result from the actions of the applicant.
 - The conditions and circumstances of the property are inherent and do not result from the actions of the applicant.
3. Granting the variance requested will not confer on the applicant any special privilege that is denied by ordinance to other lands, buildings, or structures in the same zoning district.
 - Grant of the requested variance will not confer any special privilege that is denied by ordinance to other lands, buildings, or structures in the same zoning district.
4. Literal interpretation of the provisions of the ordinance would deprive the applicant of rights commonly enjoyed by the other properties in the same zoning district under the terms of the ordinance and would work unnecessary and undue hardship on the applicant.
 - The parking requirements for restaurants in Dunnellon are 1 space per every 3 seats plus 1 space per 2 employees. The building has 48 seats, requiring 16 spaces, and there will be 12 employees, requiring an additional 6 spaces for a total of 22 parking spaces. Without the buffer encroachment variance, the site layout will not be able to accommodate the minimum parking set forth by the City Ordinances. The Landscape Buffer would also prevent the property from having the minimum 24' drive aisle.

5. The Variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure.
 - Design of the site has been done to minimize the amount of encroachment and to satisfy the other remaining codes, excluding the required Landscape buffer.
6. The grant of the variance will be in harmony with the general intent and purpose of the ordinance and such variance will not be injurious to the area involved or otherwise detrimental to public welfare.
 - The property directly adjacent to the South and West of the site is zoned B-4 and is currently being operated as a shopping center with various businesses i.e. restaurants, Ice Cream shop, etc. There are two similar properties to the West including McDonald's and Pizza Hut restaurants, both of which are zoned B-4. The property to the South is a large field currently being used for a produce stand and at the Southeast of the property is a medical office. Located to the Northwest is a small shopping plaza and a Walmart Superstore. Allowing an encroachment on the landscape will not create a disharmony with existing buildings and uses in the B-4 district and would not be injurious to existing buildings along the Hwy 41 corridor.



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 #ORD2025-02

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 34529-002-00 AND COMPRISING +/-15.18 ACRES; PROVIDING DIRECTIONS TO THE CITY CLERK; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

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 law¹ 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;

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

- ☐ 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
- ☒ The proposed ordinance is enacted to implement the following:
 - 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. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

Notwithstanding same, the City has the BIE as follows. 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 rezones the property identified on the Marion County tax rolls as Parcel Number 34529-002-00 from Agricultural to R-1.

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;

It is not anticipated that businesses will incur compliance costs.

(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.

(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 anticipated.

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

No impact to local businesses.

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

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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 34529-002-00 AND COMPRISING +/-15.18 ACRES; PROVIDING DIRECTIONS TO THE CITY CLERK; PROVIDING FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City has recognized the need for a rezoning of owner's Property described herein from (A-1) Agricultural to (R-1) One-Family Dwelling Residential; and

WHEREAS, the Property is a peninsula property on the Withlacoochee River, abutting the westerly boundaries of Lots 10 and 11 in Indian Cove Farms within the municipal limits of the City of Dunnellon and consists of 15.18 acres, more or less; and

WHEREAS, the Property has a designation of Low-Density Residential as shown on the City of Dunnellon Future Land Use Map; and

WHEREAS, a One-Family Dwelling Residential Zoning (R-1) is consistent with the City of Dunnellon Comprehensive Plan's land use designation of the Property; and

WHEREAS, the City of Dunnellon Planning Commission, sitting as the Local Planning Agency, recommended approval of a change in the zoning classification of the Property and found that the rezoning is consistent with the City's Comprehensive Plan; and

WHEREAS, the City of Dunnellon has followed all statutory and Code requirements for noticing and advertising this rezoning Ordinance and public hearings associated with the rezoning; and

WHEREAS, the City Council has received public input on the rezoning and a recommendation from staff; and

WHEREAS, the City Council of the City of Dunnellon finds that the applicants have met the criteria for rezoning under Sections 16.10 & 16.13, Appendix “A” of the Code, that rezoning will not adversely affect the public interest, and that the rezoning is consistent with the City’s Comprehensive Plan.

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

Section 1. Findings. The “Whereas” clauses above are the findings of the City Council of the City of Dunnellon, Florida.

Section 2. Rezoning; Directions to the City Clerk. The Property identified below shall hereafter be classified on the Official Zoning Map as One-Family Dwelling Residential (R-1) in accordance with the Land Development Code of the City of Dunnellon, Florida. The City Clerk or designee is hereby directed to amend, alter, and implement the Official Zoning Map of the City of Dunnellon, Florida, to include said classification of the Property consistent with this Ordinance.

Parcel Number: 34529-002-00

Property Owner of Record: Justin Don Stancil

Legal Description: Section 36, Township 16, Range 18, Plat Book 7833, Page 1191 SW 1/4 OF SW 1/4 LYING NLY & ELY OF THE ORDINARY HIGH WATER LINE OF THE WITHLACOOCHIE RIVER AND LYING SLY OF THE ORDINARY HIGH WATER LINE OF AN UNNAMED CANAL

General Location: Peninsula property located on the Withlacoochee River, abutting the westerly boundaries of Lots 10 and 11 in Indian Cove Farms, where Mustang Drive reaches an end point.

Approximate Acreage: +/-15.18 acres

Section 3. Severability. If any portion of this Ordinance shall be declared unconstitutional or if the applicability of this Ordinance or any portion thereof, to any person or circumstance shall be held invalid, the validity of the remainder of this Ordinance and the applicability of this Ordinance, or any portion thereof, to other persons or circumstances, shall not be affected thereby. It is the specific intent of the City Council of the City of Dunnellon that the severability as set forth above shall apply to this Ordinance.

Section 4. Conflicts. Any Ordinance in conflict with this Ordinance is hereby repealed.

Section 5. Effective Date. This Ordinance shall become effective immediately upon approval by the City Council.

Upon motion duly made and carried, the foregoing Ordinance was approved upon the first reading and public hearing on the ___ day of _____, 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 ___ day of _____, 2025.

Ordinance Posted on the City's website on _____, 2025.

First Public hearing advertised on the City's website on _____, 2025, and advertised in the Riverland News on _____, 2025.

Second Public hearing advertised on the City's website on _____, 2025, and advertised in the Riverland News on _____, 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 ____ day of _____ 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 #ORD2025-08

**AN ORDINANCE OF THE CITY OF DUNNELLO 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.**

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 law¹ 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
- ☐ The proposed ordinance is enacted to implement the following:

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

- 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. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
- c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. 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):

Within the recitals of the ordinance the City Council of the City of Dunnellon finds that it is in the best interest of the City and the health, safety, and welfare of the public to adopt the proposed ordinance which simplifies vacation rental registration and renewal requirements by eliminating the requirement that registration forms be notarized and providing that registrations be renewed within one year of issuance rather than a set date of October 1st.

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;

It is not anticipated that businesses will incur compliance costs due to the revisions contemplated within the proposed ordinance.

- (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.

- (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 anticipated.

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

All vacation rentals within the City (~106).

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

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WHEREAS, the City desires to simplify the vacation rental registration and renewal process by eliminating the requirement that registration forms be notarized and providing that registrations be renewed within one year of issuance rather than a set date of October 1st; and

WHEREAS, the City Council of the City of Dunnellon determines that adoption of this ordinance benefits the public health, safety and welfare of the residents and citizens of the City as well as visitors to the City of Dunnellon.

LEGISLATIVE UNDERSCORING: Underlined words constitute additions to the City of Dunnellon Code of Ordinances, ~~striketrough~~ 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 AS FOLLOWS:

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

SECTION 2: Section 18-242 of the City’s Code of Ordinances is hereby amended as follows:

Sec. 18-242 Vacation Rental General Regulations.

(2) *Initial registration.* Every Vacation Rental Owner shall initially apply for registration with the City by submitting to the City's Community Development Department a properly completed and notarized registration form, as prescribed by the City, together with a registration fee in an amount established by resolution of the City council. A separate registration form shall be required for each Vacation Rental. The registration form shall be accompanied by the following:

(3) *Registration renewal.* After a Vacation Rental is initially registered, the registration shall be renewed annually by the anniversary of the date of certificate issuance ~~October 1st of each year~~ through the execution of a renewal affidavit, in the format prescribed by the City, and the payment of the renewal fee established by resolution of the City council.

SECTION 3. CONFLICTS. In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this City, the provision which establishes the higher standards for the promotion and protection of the health and safety of the people shall prevail.

SECTION 4. SEVERABILITY. If any section, subsection, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 5. CODIFICATION. The provisions of this Ordinance shall be codified as and become and be made a part of the City of Dunnellon Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word “Ordinance,” or similar words, may be changed to “Section,” “Article,” or other appropriate word. The Code codifier is granted liberal authority to codify the provisions of this Ordinance.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption.

Upon motion duly made and carried, the foregoing ordinance was adopted on the first reading on the 16th day of July 2025.

Upon motion duly made and carried, the foregoing ordinance was adopted on the second and final reading on the 13th day of August 2025.

Ordinance Posted on the City’s website on July 8, 2025. Public hearing advertised on the City’s website on July 22, 2025 and advertised in the Riverland News on August 1, 2025.

Walter L. Green, Mayor

Attest:

Amanda L. Odom, CMC
City Clerk

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 July 2025.

Amanda L. Odom, CMC
City Clerk

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.**

WHEREAS, the attached amendments and changes titled “Exhibit A” to the personnel manual have been studied and reviewed by the City Council; and

WHEREAS, the City Council believes that the adoption of these amendments and changes is in the best interest of the City of Dunnellon.

NOTE: Underlined words of Schedule “A” of this Resolution constitute new text of the Personnel Manual. Words ~~stricken~~ are deletions.

NOW, THEREFORE, be it resolved by the City Council of the City of Dunnellon, Florida this 13th day of August 2025 that:

1. City of Dunnellon Personnel Manual, Article X, Section 6.1 is attached as “Exhibit A” and incorporated herein by reference, shall be amended as indicated.
2. If any portion of this Resolution is declared unconstitutional or if the applicability of this Resolution or any portion thereof to any person or circumstances shall be held invalid, the validity of the remainder of this Resolution and the applicability of this Resolution, or any portion thereof to other persons or circumstances, shall not be affected thereby.
3. All resolutions and parts of resolutions in conflict with this Resolution are hereby repealed.
4. The effective date of this resolution shall be the 13th day of August 2025.

ATTEST:

CITY OF DUNNELLON, FLORIDA

Amanda L. Odom, CMC
City Clerk

Walter L. Green, Mayor

Approved as to form and legality:

Andrew J. Hand, City Attorney

EXHIBIT A
RESOLUTION #RES2025-20
PERSONNEL MANUAL AMENDMENTS
Article X Pay and Classification Plan
SECTION 6 - SALARY PLAN/PAY CLASSIFICATIONS

6.1 - PAY CLASSIFICATION BY GRADE

CLASSIFICATION/TITLE	PAY GRADE	MINIMUM	MAXIMUM
Beach/Park Attendant (min wage)	101	27,040	35,942
Accounting Clerk (part-time)	106	31,200	42,562
PT Staff Assistant/Public Works	106	31,200	42,562
Service Worker I	108	33,529	46,056
Planning and Zoning Assistant	109	35,360	48,513
CSR/Administrative Assistant	109	35,360	48,513
Staff Assistant/Records Clerk	109	35,360	48,513
Service Worker II	116	45,000	60,000
Accountant	116	45,000	60,000
Assistant City Clerk	118	49,054	69,458
Finance Officer	120	60,000	83,621
Public Works Manager	120	60,000	83,621
Community Development Manager	120	60,000	83,621
Police Chief/Emergency Management Coordinator	122	62,790	92,209
City Clerk/HR Manager	130	65,322	94,741

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.

WHEREAS, s. 177.071, *Florida Statutes*, as amended by SB 784 (the “Act”), which took effect on July 1, 2025, requires that a plat or replat submitted under the Act be administratively approved if the plat or replat complies with the requirements of s. 177.091, *Florida Statutes*; and

WHEREAS, the Act requires the City of Dunnellon to designate, by ordinance or resolution, an administrative authority to receive, review, and process a plat or replat submittal, which designation shall include designation of an administrative official responsible for approving, approving with conditions, or denying a proposed plat or replat; and

WHEREAS, the City Council of the City of Dunnellon acknowledges the requirements of the Act, its obligation to comply with the Act’s requirements, and the preemption of the City’s authority to prescribe the plat approval process as currently set forth within the City’s Land Development Code; and

WHEREAS, the City Council of the City of Dunnellon acknowledges that it is necessary for the City to amend its Land Development Code in order to ensure consistency with the requirements of the Act; and

WHEREAS, accordingly, the City Council of the City of Dunnellon has determined that it is necessary, via resolution, to designate an administrative authority to receive, review, and process a plat or replat submittal and an administrative official to approve, approve with conditions or deny applications for same, until such time as the City’s Land Development Code can be amended to ensure consistency and comply with the requirements of the Act; and

WHEREAS, the City Council of the City of Dunnellon has determined that the administrative designations set forth herein are in the best interests of the City and the health, safety, and welfare of its citizens.

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

SECTION 1. LEGISLATIVE FINDINGS. The foregoing recitals are hereby adopted as the legislative findings of the City Council of the City of Dunnellon, Florida.

SECTION 2. ADMINISTRATIVE DESIGNATIONS. Given the preemption regarding plat processing and approval authority set forth in the Act, and notwithstanding any conflicting provision(s) set forth within the City's Land Development Code:

- 1) the City's Community Development Department is hereby designated as the administrative authority to receive, review, and process plat or replat submittals; and
- 2) the Community Development Manager, City Clerk, or City Clerk's designee, is hereby designated as the administrative official responsible for approving, approving with conditions, or denying a proposed plat or replat.

SECTION 3. SEVERABILITY. If any section, sentence, clause, or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then all remaining provisions and portions of this Resolution shall remain in full force and effect.

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

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

SECTION 6. SUNSET. This Resolution shall remain effective until such time as it is repealed and/superseded by subsequent resolution and/or until such time as the City amends its Land Development Code to address the requirements of the Act, at which time this Resolution and the designations set forth herein shall sunset and no longer remain in effect.

DONE AND RESOLVED in regular session of the City Council of Dunnellon this 13th day of August 2025.

CITY OF DUNNELLON, FLORIDA

ATTEST:

Walter L. Green, Mayor

Amanda L. Odom, CMC, City Clerk

RESOLUTION #RES2025-24

**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 City of Dunnellon wishes to dispose of said property by the disposal method listed below.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Dunnellon, Florida, on this 13th day of August 2025, that:

The property outlined below is declared as surplus and shall be disposed of via trade.

- 2022 Ford F150 Pickup VIN#1FTEX1EB7NKE33974

Upon motion duly made and carried, the foregoing resolution was adopted by the City Council of the City of Dunnellon this 13th day of August 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

City of Dunnellon
Agenda Summary Form

Meeting Date: August 13, 2025

1. Responsible Department: City Clerk
2. Presenter: Mandy Odom, City Clerk
3. Recommended Action: Consider the offers submitted in response to Bid #BID2025-03 for surplus vehicles.

Subject: BID#2025-03 Sale of Surplus Vehicles

Request for Approval Summary Explanation & Background:

On July 16, 2025, the City Council adopted Resolution #RES2025-23 and Resolution #RES2025-21 allowing for the disposal of seven (7) Police Department patrol vehicles and one (1) vehicle utilized by City Hall staff. Staff advertised the Bid soliciting offers for the vehicles in the Riverland News, Demand Star, and the City website.

The following offers were received by the deadline of August 11, 2025:

2016 Ford Interceptor 4D VIN#1FM5K8AT0GGA62809	W. Barrow K. Fontaine	\$3,153 \$1,400
2016 Ford Flex Fuel Explorer UT VIN #1FM5K8AR8GGD32745		\$0
2016 Ford Flex Fuel Explorer AWD UT VIN#1FM5K8AR6GGD32744		\$0
2017 Ford Flex Fuel Interceptor UT VIN#1FM5K8AR0HGC87477		\$0
2017 Ford Interceptor UT VIN#1FM5K8AR4HGC91113	K. Fontaine	\$2,100
2020 Dodge Durango UT VIN#1C4RDJFG3LC369900	D. Fields V. Blizzard	\$7,500 \$4,300
2020 Dodge Sport Utility 4 Door UT VIN#1C4RDJFG3LC192524		\$0
2011 Nissan Xterra VIN#5N1AN0NW4BC509136	C. Ward R. Hilger A. Fontaine	\$2,505.07 \$1,201 \$ 50

Disclosure: Two of the offers received were submitted by city employees in a private, unofficial capacity. Pursuant to Legal Opinion #LEG2017-05; so long as the employee is acting in a private capacity and not in an official capacity as a purchasing agent, there is no prohibition under these circumstances.

Procurement Method: Sealed Bid #BID2025-03

Fiscal Information: Revenue - General Fund Reserve

Attorney Review: n/a