

**CITY OF DUNNELLON
SPECIAL CITY COUNCIL MEETING**

DATE: October 26, 2016

TIME: 6:00 p.m.

PLACE: City Hall

20750 River Dr., Dunnellon, FL34431

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice-Mayor Green called the meeting to order at approximately 5:34 p.m. and led the Council in the Pledge of Allegiance. He asked if a citizen would volunteer to open with prayer. There was none. Vice-Mayor Green called for a moment of silence in memory of Gary Fifield.

ROLL CALL

The following members answered present at roll call:

Larry Winkler, Councilman, Seat 2

Chuck Dillon, Councilman, Seat 3

Walter Green, Vice-Mayor, Seat 4

Richard Hancock, Councilman, Seat 5

Valerie Hanchar, Councilwoman Elect

COUNCIL ABSENT

Nathan Whitt, Mayor, Seat 1

STAFF PRESENT

Dawn Bowne, Interim City Manager/City Clerk

Jan Smith, Finance Officer

Mike McQuaig, Police Chief

Troy Slattery, Fire Chief

Lynn Wyland, Staff Assistant

LEGAL COUNSEL

Andrew Hand

Shepard, Smith & Cassady

PROOF OF PUBLICATION

Mrs. Bowne announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Friday, October 21, 2016.

Vice-Mayor Green comments

There were no comments.

PUBLIC COMMENTS

There were no comments.

CONSENT AGENDA

1. Approve Proclamation #PRO2016-14 Regas Woods

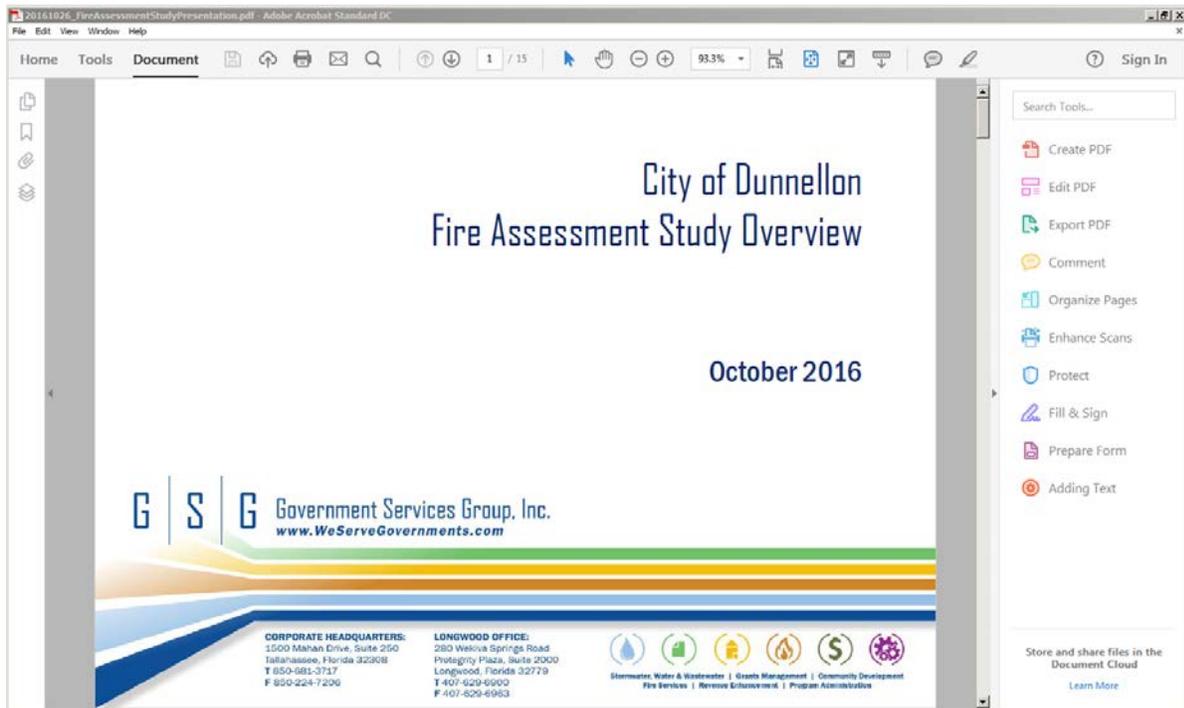
(Note: Motion to approve items on the consent agenda is a motion to approve recommended actions.)

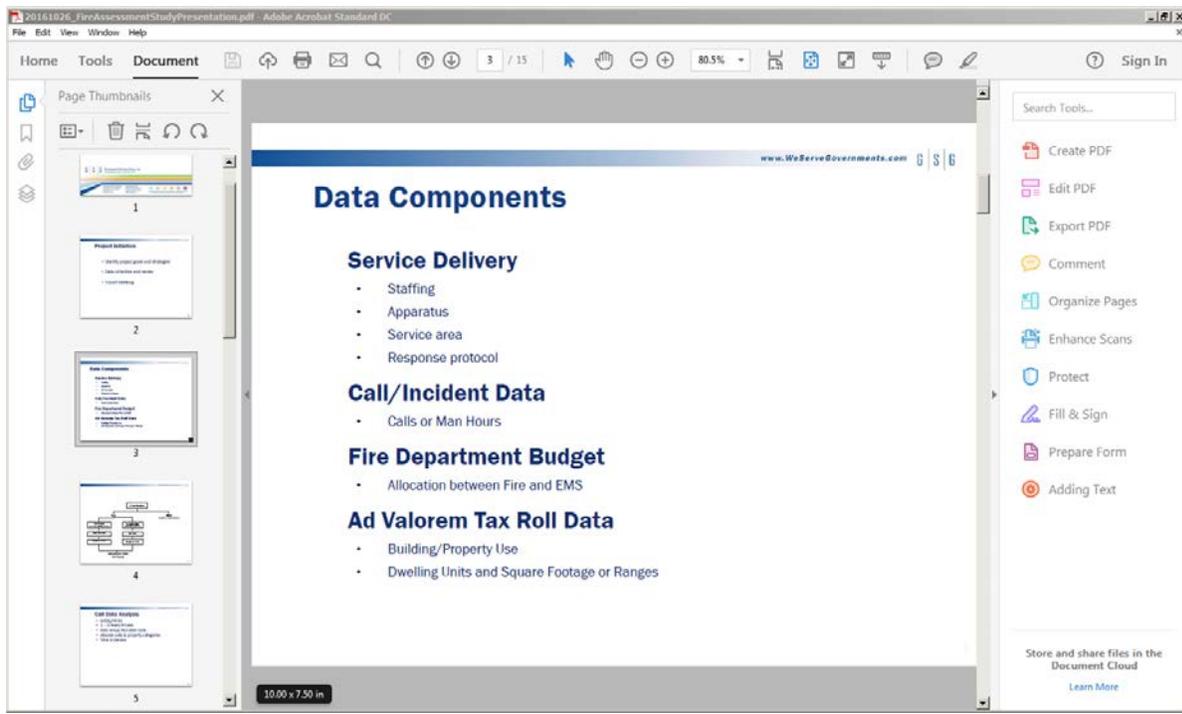
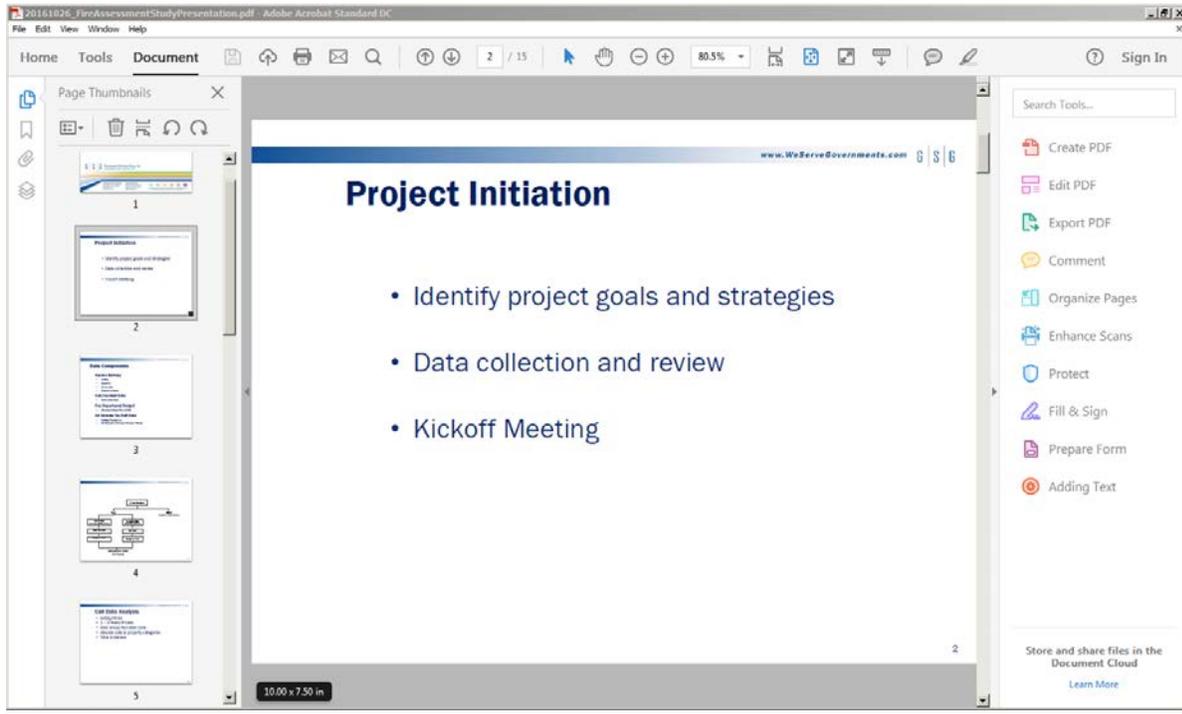
Councilman Dillon moved the consent agenda be approved as presented. Councilman Hancock seconded the motion. The vote was taken and all were in favor. The vote was 4-0.

REGULAR AGENDA

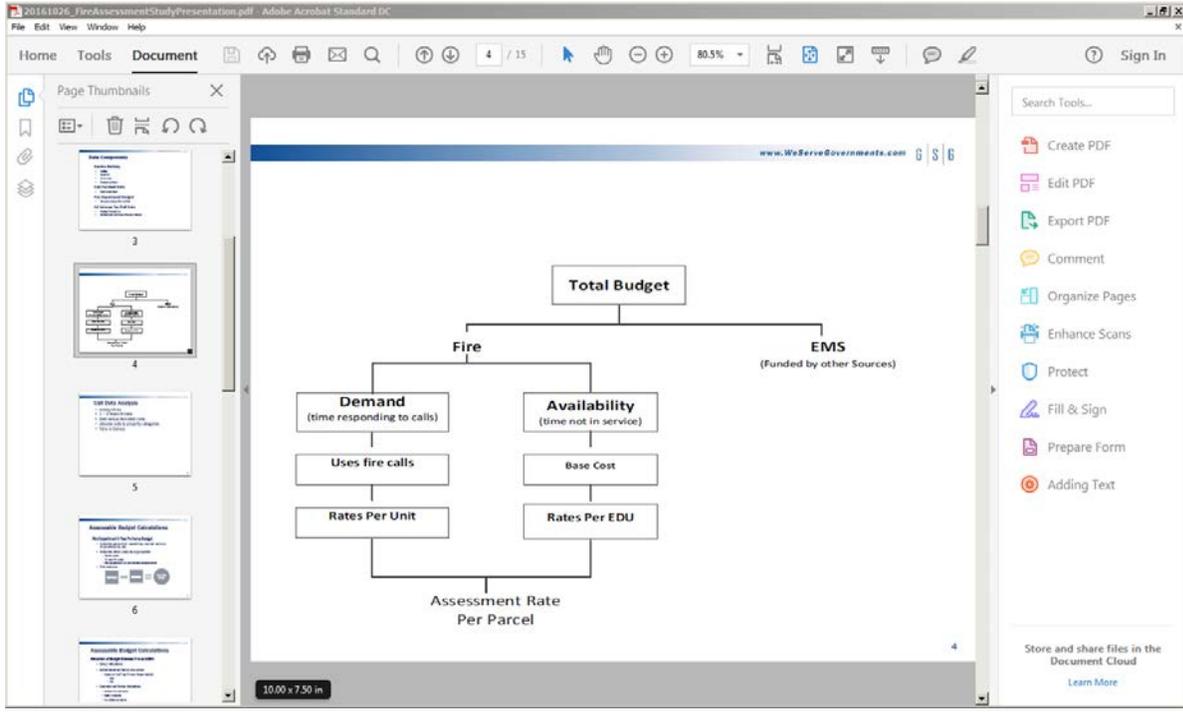
AGENDA ITEM NO. 2 – FIRE ASSESSMENT STUDY – PRESENTATION BY CAMILLE P. THARPE WITH GOVERNMENT SERVICES GROUP (GSG)

Ms. Tharpe provided her background and stated her primary focus is in “special assessments.” She provided the following presentation:





Ms. Tharpe pointed out that because Dunnellon Fire Rescue is first response, and not a licensed provider, 100% of the budget can be funded through the fire assessment.



-
- www.WeServeGovernments.com
- ## Call Data Analysis
- NFIRS/FFIRS
 - 1 - 3 Years of Data
 - EMS versus Non-EMS Calls
 - Time in Service

20161026_FireAssessmentStudyPresentation.pdf - Adobe Acrobat Standard DC

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Sign In

Assessable Budget Calculations

www.WeServeGovernments.com

Fire Department 5-Year Proforma Budget

- Includes personnel, operating, capital, service improvements, etc.
- Includes other costs as appropriate
 - Study costs
 - TC and PA costs
 - 5% adjustment for uncollected assessments
- Net revenue

Full Cost - Revenue = Assessable Budget

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Assessable Budget Calculations

www.WeServeGovernments.com

Allocation of Budget Between Fire and EMS

- Direct Allocation
- Administrative Factor Allocation
 - Based on Staffing (Primary Responsibility)
 - EMS
 - Fire
- Operational Factor Allocation
 - Based on Call Data
 - EMS incidents
 - Non-EMS incidents

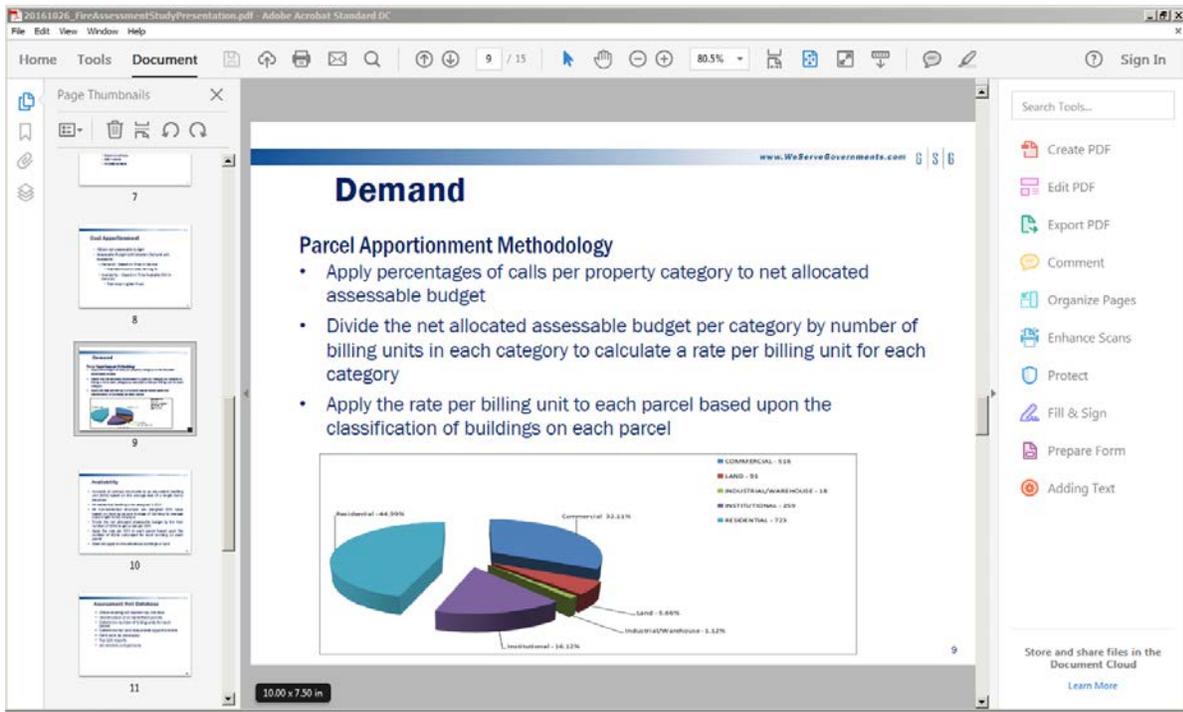
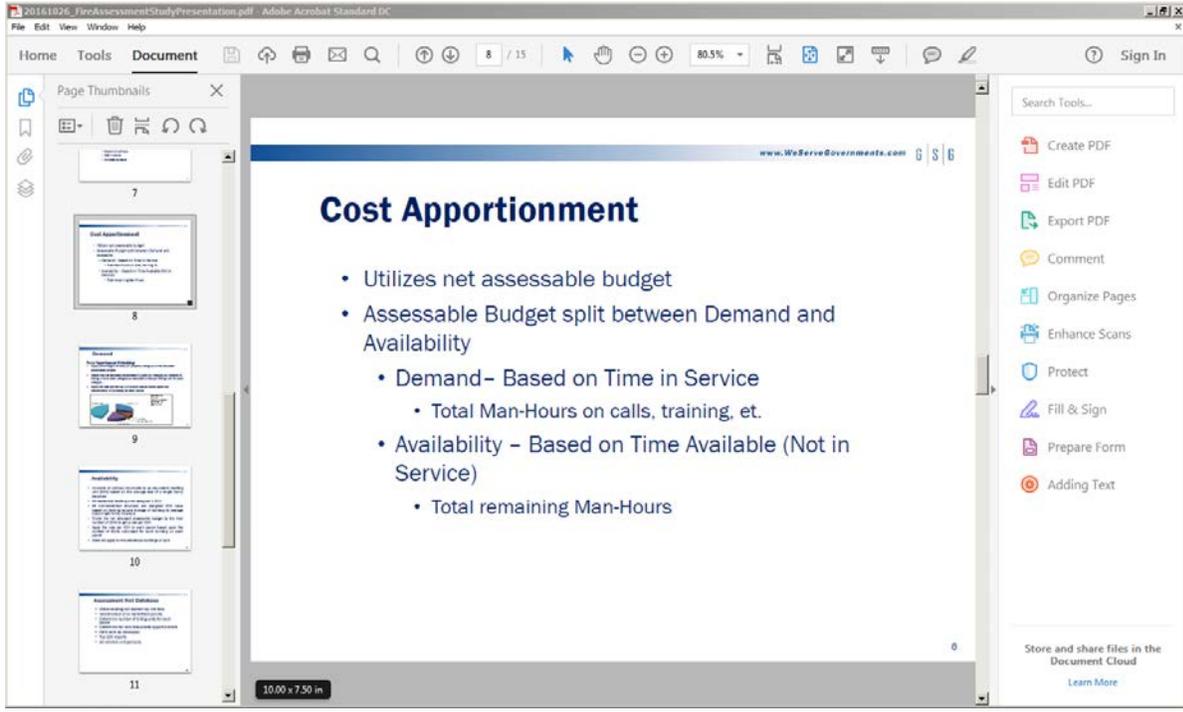
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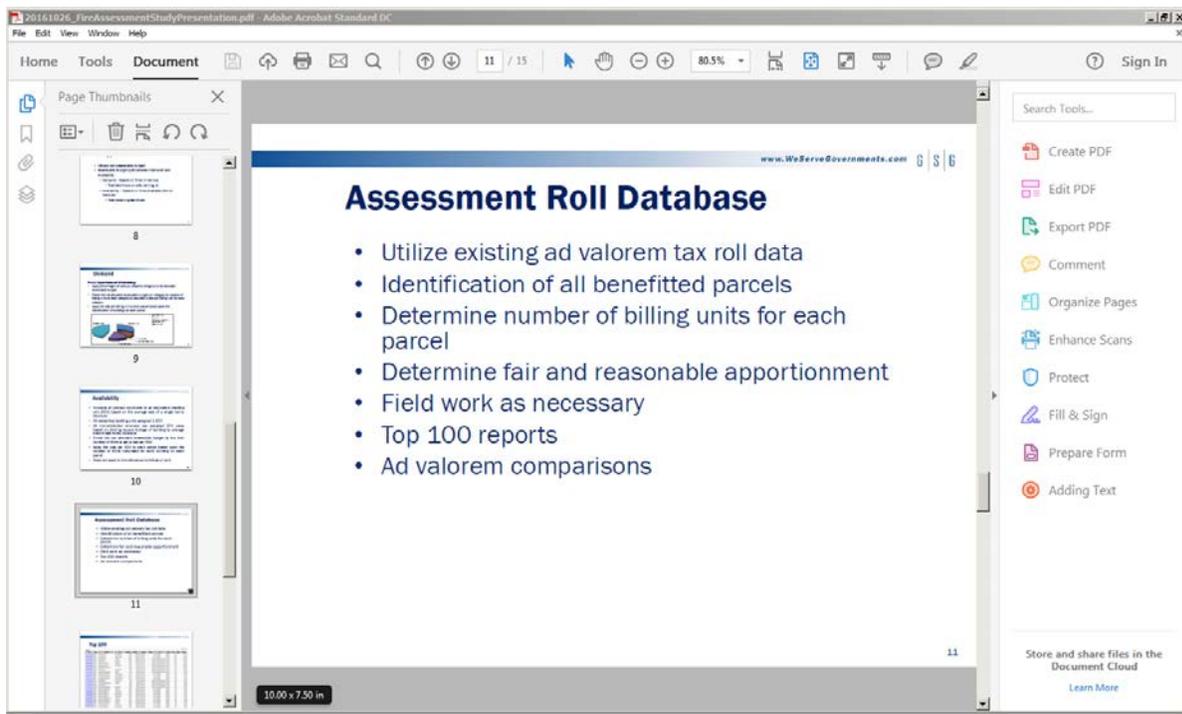
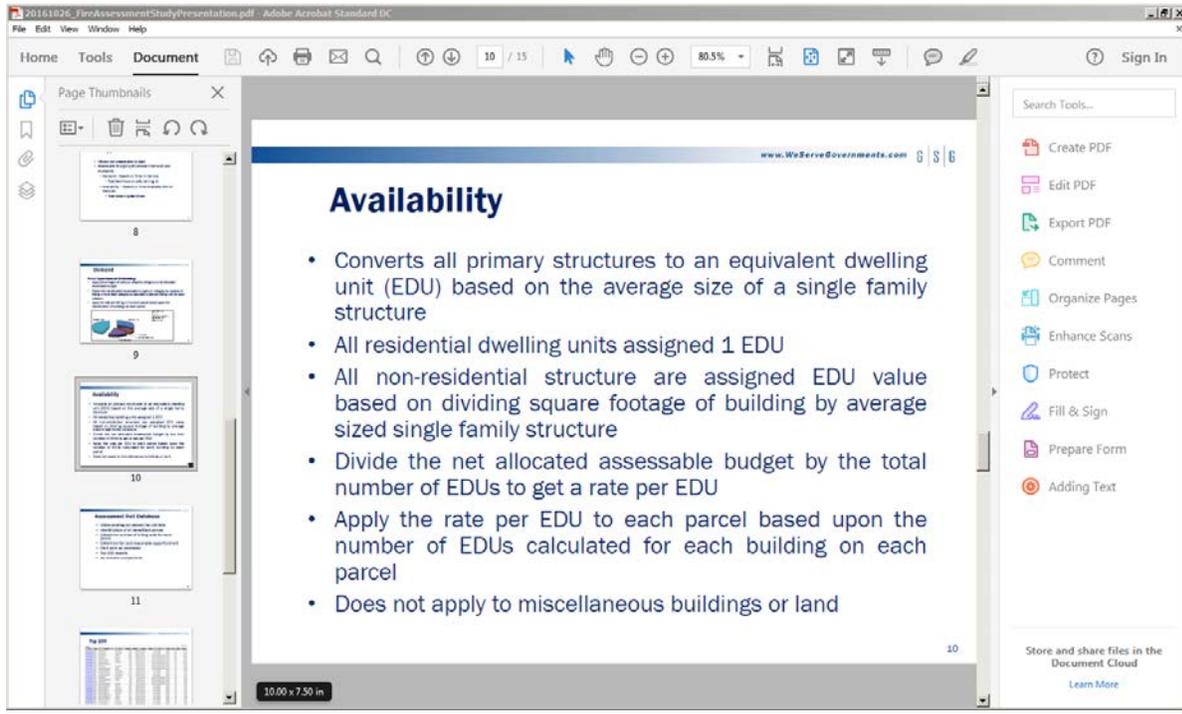
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process for fiscal year 2018. Mrs. Bowne asked how often the study should be re-done. Ms. Tharpe recommended three to five years. She said in a small city when there is not a lot of change, five to six years.

Ms. Tharpe explained the lump sum fee does not include the cost of producing and mailing the statutorily required first class notices (if required) to the property owners informing them of the rates before holding the public hearing. She stated the City has the option of mailing the notices or GSG, Inc. will handle the mailing and production for approximately \$1.35 per parcel.

Ms. Tharpe stated Jeff Rackley, will be assisting with this project.

Council and staff engaged in lengthy discussion and asked Ms. Tharpe several questions regarding calls being medical or fire calls, and the location of the calls. Councilman Winkler asked when GSG is collecting the data, how do they know what calls are actually within the City limits. Ms. Tharpe stated they are using Chief Slattery's call data and removing calls that are outside the City. She said only the calls within the city limits are counted. Councilman Winkler asked if the City will receive a copy of that data. Ms. Tharpe replied yes.

Art Fisher, of Dunnellon, asked if it would be helpful for GSG to be aware of future significant improvements planned within the City limits, and build that within the plan. Ms. Tharpe replied yes.

AGENDA ITEM NO. 3 – RESOLUTION #RES2016-29, CAPITAL IMPROVEMENT PLAN UPDATE TO INCLUDE PARKS AND SIGNAGE PROJECTS

Mrs. Bowne explained this resolution shows Council's intent to identify and make projects part of the CIP and help maximize points for the FRDAP grant. The projects are as follows: Blue Run of Dunnellon Park Restrooms, Dunnellon 125th Anniversary Park, Dunnellon Entry Signage and the City Beach Retaining Wall.

Attorney Hand stated the proposed resolution adds the new projects to the CIP and nothing else in the CIP is changing. He said it directs staff to prepare an amendment to the Capital Improvement Element of the City's Comprehensive Plan to include the Parks & Recreation Improvements.

Councilman Dillon moved Resolution #RES2016-29 be read by title only. Councilman Hancock seconded the motion.

Vice-Mayor Green asked for discussion.

Louise Kenny, 19970 Ibis Court, discussed Exhibit "A," the \$86,000 amount for 125th Anniversary Park. Mrs. Bowne stated the entire expense for the park was required to be identified in the budget and is reflected in the capital plan. Mrs. Kenny suggested providing

more detail, and possibly highlighting the donation amount of \$62,600 and the CRA amount of \$23,400. Mrs. Bowne agreed and recommend this be noted in the motion to approve.

The vote was taken and all were in favor. The vote was 4-0.

Mrs. Bowne read the following into the record:

“RESOLUTION #RES2016-29

A RESOLUTION OF THE CITY COUNCIL OF DUNNELLON, FLORIDA, AMENDING THE 2016 - 2020 CAPITAL IMPROVEMENT PLAN; PROVIDING DIRECTION TO STAFF TO PREPARE AN AMENDMENT TO THE CAPITAL IMPROVEMENTS ELEMENT OF THE CITY’S COMPREHENSIVE PLAN TO INCLUDE THE UPDATED PROJECTS IDENTIFIED IN THIS RESOLUTION; PROVIDING FOR THE REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.”

Councilman Hancock moved Resolution #RES2016-29 be approved with the changes noted for the sources of funds for the 125th Anniversary Park and the correct amount for the signage is shown as approved by the budget. Councilman Dillon seconded the motion.

The vote was taken and all were in favor. The vote was 4-0.

Other discussion

Mrs. Bowne asked Council for direction with regard to drafting a resolution or a letter addressing Sabal Trail Pipeline. Council and staff engaged in brief discussion. Council directed staff to draft a letter addressing the City’s concerns for the safety of the community and the close proximity of the pipeline to the schools.

Councilman Winkler asked Mrs. Bowne about the status of the survey/questionnaire that was sent to the residents of Dunnellon. Mrs. Bowne stated 245 have been received to date. She said 1,500 questionnaires were sent out and they are due by October 31st. She informed Council she will make a presentation at the November workshop.

Councilman Hancock provided an updated on the recent TPO meeting.

Vice-Mayor Green stated he could not be more pleased with Mrs. Bowne’s service to the City and her capable handling of our City, as our City Clerk/Interim City Manager. He whole-heartily endorsed that she continue managing whether it be as our City Clerk or our City Manager.

Mrs. Bowne thanked Council and the community for their overwhelming support and encouragement.

AGENDA ITEM NO. 4 – ADJOURN

At approximately 7:52 p.m. Councilman Dillon moved the October 26, 2016 Special City Council meeting be adjourned. Councilman Hancock seconded. All members voted in favor. The motion passed 4-0.

Attest:

Dawn Bowne, MMC
City Clerk/Interim City Manager

Walter Green, Vice-Mayor