

MASTER

CITY OF DUNNELLON COMMUNITY REDEVELOPMENT AGENCY BOARD

DATE: April 11, 2016
TIME: 5:00 p.m.
PLACE: City Hall
20750 River Dr., Dunnellon, FL 34431

CALL TO ORDER AND PLEDGE

Mayor Whitt called the meeting to order at approximately 5:05 p.m., and led in the pledge of allegiance. He then called for a moment of silence.

ROLL CALL

The following members answered present at roll call:

Nathan Whitt, Mayor, Seat 1
Vacant - Seat 2
Chuck Dillon, Councilman, Seat 3
Walter Green, Councilman, Seat 4
Richard Hancock, Councilman, Seat 5

STAFF PRESENT

Eddie Esch, City Manager
Dawn M. Bowne, City Clerk
Jan Smith, Finance Officer
Troy Slattery, Interim Fire Chief

LEGAL COUNSEL

Not in attendance

PROOF OF PUBLICATION

Mrs. Bowne stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Friday, April 8, 2016. She explained an amendment to the agenda was posted on April 11th because of an amended financial report provided by Mrs. Smith.

CONSENT AGENDA:

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

AGENDA ITEM #1 - APPROVAL OF MINUTES:

CRA Board Meeting Minutes January 11, 2016

Councilman Dillon moved the consent agenda be approved. Councilman Green seconded and all were in favor. The vote was 4-0.

REGULAR AGENDA:

AGENDA ITEM #2 – 2015-2016 YEAR TO DATE FINANCIAL SUMMARY

Mrs. Smith provided a quarterly financial report that has been inserted into these minutes.

2015-2016 YEAR TO DATE SUMMARY as of March 31, 2016 - 50% Collected/Used				
TARP HOMELESS FINANCING DISTRICT (CRA)				
FY 15-16				
	REVISED/ BUDGET	FY 15-16 YEAR TO DATE ACTUAL	PERCENT COLLECTED	
40 REVENUES				
41 Taxes	156,607	151,251	96.6%	
42 Miscellaneous	185	145	78.6%	
43				
44 Total TFD Revenues	156,792	151,396	96.6%	
	REVISED/ BUDGET	FY 15-16 YEAR TO DATE ACTUAL	PERCENT USED	
45 EXPENDITURES				
46 Personnel	20,619	9,235	44.8%	
47 Operations	21,016	4,839	23.0%	
48 Capital	-	-	0.0%	
49 Transfer to Reserves	115,157	-	.00%	
50				
51 Total TFD Expenditures	156,792	14,074	9.0%	
52 TFD Reserves				
53 Historic Redevelopment		11,000		
54 TFD Unassigned		330,807		
55 Total TFD Reserves		341,807		
56 Less YTD Available Operating Budget @ 3/31/16		27,561		
57 Total Available to Spend		314,246		

Note: In any given year unassigned reserves must fund the operating budget.

Councilman Dillon asked if historically the CRA fund has been receiving \$150,000 each year. Mrs. Smith confirmed it was correct. Mr. Dillon stated he would be willing to dedicated \$150,000 each year to projects and still have funds in reserve.

Councilman Green asked about the status of funding for both restroom projects.

Mr. Esch explained those projects would be included in the amendment. He went ahead and provided the Council with an update on where the amendment stands. He explained, that because of other priorities not much has been accomplished on the amendment and he has a meeting on Tuesday with Attorney Hand to identify the language needed to be used in the plan.

Mr. Hancock asked several questions to understand the process and to get up to speed on the CRA:

1. He asked if the numbers presented represent annual fixed costs for this department. Mrs. Smith replied, yes. Councilman Hancock asked if projects were to be added, would the additional expense because of the project be attached to the project. Mrs. Smith replied, yes, such as engineering, etc.
2. He asked if a preferred or recommended project list had been developed. Mr. Esch stated no, only what has been discussed tonight (Blue Run restrooms, 125th Anniversary Park restrooms and City entrance signs). Mr. Esch explained the CRA Advisory Board reviews all projects and makes recommendations to the CRA Board. Councilman Hancock commented that if an outline of projects can

be created, they can then either be categorized by public interest or by dollar cost based on available funds. Mr. Esch agreed.

3. He stated once the projects are approved and a cost identified for each, then staff can track revenue. He stated that should help Council budget those projects in any given CRA year going forward, now knowing the total amount of funds available and what is going to be generated in revenue. Mr. Esch agreed.

Councilman Dillon asked if the amendment was going to be general enough to allow for projects. Mr. Esch stated he is trying to accomplish just that, but within legal parameters of the CRA statute. There was additional discussion about how council members would like to see the amendment formatted.

Councilman Hancock asked if projects can be carried forward from year to year. Mrs. Smith replied, yes. However, she explained there is a time limit in which funds must be used. She stated so long as they are obligated to a project, funds can be carried forward to the next year if the project is not completed.

Councilman Hancock discussed the need for a sidewalk improvement plan.

Councilman Green reminded staff that the CRA Advisory Board felt it was important to have funding available for three categories: business, residential and non-profits. He asked Mr. Esch if those categories are being included in the language and documents he is drafting along with the City Attorney. Mr. Esch replied, yes.

Councilman Dillon questioned the use of funds for non-profits and requested that Mr. Esch double check if that was legal. He stated if they are non-profit and tax exempt, how can they benefit from the CRA.

Mr. Esch provided an update on the possible purchase of the vacant property by the future 125th Anniversary Park. He indicated discussions have been very positive and the owners are interested in the property being used to support the new park. They appear to be open to a long-term lease with lease payment being applied toward the purchase.

Mr. Dillon confirmed that Mr. Esch would bring back the purchase price and terms to the Council before anything is finalized.

Councilman Green asked if the sidewalks in Blue Cove are included in the CRA District. Mrs. Bowne advised they are not. All areas included in the plan are suppose to be identified as blighted; Blue Cove has not been identified or designated as blighted.

**AGENDA ITEM #3 - UPDATE ON THE AMENDMENT TO THE CRA PLAN –
CITY MANAGER**

This topic was addressed in agenda item #2.

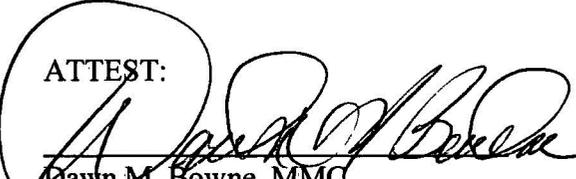
AGENDA ITEM #4 - PUBLIC QUESTIONS/COMMENTS

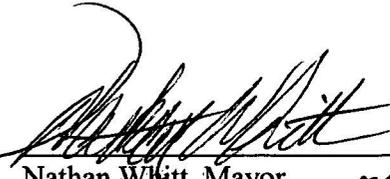
Resident and Planning Commission member, Mrs. Mary Ann Hilton asked when Pennsylvania Avenue was included in the CRA District and asked for a breakout of operational costs. Mrs. Bowne provided Mrs. Hilton with the Ordinance that expanded the District to include Pennsylvania Avenue.

AGENDA ITEM #5 - ADJOURNMENT

At approximately 5:35 p.m. Councilman Dillon moved to adjourn the April 11, 2016 CRA meeting. Councilman Hancock seconded the motion and all were in favor. The vote was 4-0.

ATTEST:


Dawn M. Bowne, MMC
City Clerk


Nathan Whitt, Mayor

7/11/2016

7/11/2016