

**Amended Agenda  
City of Dunnellon  
Community Redevelopment Agency Meeting  
20750 River Drive, Dunnellon, FL 34431  
February 13, 2023  
5:00 p.m.**

[https://dunnellon.zoom.us/j/89575867187?  
pwd=Sm5wbIU4cTRFY0VHazBSVDJRnNk9XUT09](https://dunnellon.zoom.us/j/89575867187?pwd=Sm5wbIU4cTRFY0VHazBSVDJRnNk9XUT09)  
Meeting ID: 895 7586 7187

**Dunnellon Community Redevelopment Agency meeting will be held on February 13, 2023, 5:00 p.m. at Dunnellon City Hall.**

**Public Comment:** Anyone who wishes to provide public comment will be able to do so by participating in the City Council meeting in person, or via the Zoom **"AUDIO ONLY"** platform and/or telephone, by speaking during public comment portions of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the City Clerk at [modom@dunnellon.org](mailto:modom@dunnellon.org).

~~From the original agenda, the following items were removed from the agenda for the CRA meeting copy to be published on the website:~~

Members of the public who would like to participate are encouraged to register in advance by 12:00 noon on Monday, February 13, 2023. Please see instructions below on how to register.

**Instructions on How to Listen and/or Participate in the Meeting**

Attachment: [Meeting Instructions \(PDF\)](#)

**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** - Posted on City's website and City Hall bulletin board on Monday, February 6, 2023. The agenda was amended on Thursday, February 9th to add backup to item #3.

**Consent Agenda**

**1. CRA Board Meeting Minutes**

- June 22, 2022 Special CRA Meeting
- August 8, 2022 CRA Meeting

- November 14, 2022 CRA Meeting
- December 21, 2022 Special CRA Meeting

Documents:

[June 22, 2022 Special CRA Minutes.pdf](#)  
[August 8, 2022 CRA Minutes.pdf](#)  
[November 14, 2022 CRA Minutes.pdf](#)  
[December 21, 2022 Special CRA Minutes.pdf](#)

## **Consent Agenda Approval**

**Accept Public Comment**

Proposed Motion: I move the consent agenda be approved as presented.

## **Regular Agenda**

### **2. Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG2023-07, Rick & Jeanne Dunn, 11892 Illinois Street**

**Accept Public Comment**

**Proposed Motion: I move CRA Grant Funds be awarded in the maximum eligible amount of \$5,000 for application HPBG2023-07 to Rick and Jeanne Dunn.**

Documents:

[Agenda Summary Form Grant Application HPB2023-07\\_Rick and Jeanne Dunn.pdf](#)

### **3. FY2022-2023 First Quarter TIFD (CRA) Budget Update - Jan Smith, Finance Officer**

Documents:

[FY2022-2023 First Quarter TIFD \(CRA\) Budget Update.pdf](#)

### **4. Public Comments**

### **5. Adjourn**

*PROPOSED MOTION: I move the CRA meeting be adjourned.*

ANY PERSON REQUIRING A SPECIAL ACCOMMODATION AT THIS HEARING BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT THE CITY CLERK AT (352) 465-8500 AT LEAST 48 HOURS PRIOR TO THE PROCEEDING. IF A PERSON DESIRES

TO APPEAL ANY DECISION WITH RESPECT TO ANY MATTER CONSIDERED AT THE ABOVE MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY IS NOT RESPONSIBLE FOR ANY MECHANICAL FAILURE OF RECORDING EQUIPMENT.

**City of Dunnellon**  
**Special Community Redevelopment Agency Board**  
Zoom Meeting

<https://dunnellon.zoom.us/j/86414208704?pwd=Q3ErN2NUYUpFTmlweHJGU1RKZnU0QT09>

Meeting ID: 864 1420 8704

Date: June 22, 2022

Time: 5:00 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

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

Members of the public who would like to participate were encouraged to register in advance by Noon on Monday, June 22, 2022.

**CALL TO ORDER AND PLEDGE**

Mayor White called the meeting to order at approximately 5:09 p.m. and led in the pledge of allegiance. He asked if any invitee or volunteer was present to open with prayer. No one stepped forward and a moment of silence was observed.

**ROLL CALL**

Bill White, Mayor

Valerie Hanchar, Vice-Mayor

Louise Kenny, Councilwoman

Anita Williams, Councilwoman

Jan Cabbage, Councilwoman - Absent

**STAFF PRESENT**

Mandy Odom, City Clerk

Jan Smith, Finance Officer

Georgina Cid, Community Development Manager

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Chief McQuaig, Police Department - Absent

Lt. Yox, Police Department – Arrived @ 5:18 p.m.

**LEGAL COUNSEL**

Andrew Hand,

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

**PROOF OF PUBLICATION**

Mrs. Odom stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, June 15, 2022.

Mayor White covered meeting etiquette.

**REGULAR AGENDA:**

**AGENDA ITEM #1 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant PZ20220215, Nancy Benouaich, 11876 Cedar Street (Chalker Historical House)**

Ms. Cid stated the applicant is seeking the façade improvement grant for the full \$5,000 to paint doors and landscape her front yard. She added the Historic Board has reviewed the application and approved the request.

**Public Comment**

There were no public comments.

Councilwoman Williams moved CRA Grant funds be awarded in the maximum eligible amount of \$5,000 for application #PZ20220215 to Nancy Benouaich. Vice-Mayor Hanchar seconded the motion. A vote was taken and the motion passed 4-0.

**AGENDA ITEM #2 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant PZ20220299, Brad Czarnecki, 20575 Walnut Street (Meredith House)**

Ms. Cid stated the applicant is requesting the full \$5,000 façade improvement grant for exterior cleaning and painting.

**Public Comment**

There were no public comments.

Vice-Mayor Hanchar moved CRA Grant funds be awarded in the maximum eligible amount of \$5,000 for application PZ20220299 to Brad Czarnecki. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 4-0.

**AGENDA ITEM #3 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant PZ20220305, Alicia Gallagher, 20705 Chestnut Street (Smith/Cocowitch Carriage House)**

Ms. Cid stated the applicant is seeking the grant to remove a large dead tree in the front of the property and is not asking for the full \$5,000.

**Public Comment**

There were no public comments

Councilwoman Williams moved CRA Grant funds be awarded in the amount of \$1,650 for application PZ20220305 to Alicia Gallagher. Vice-Mayor Hanchar seconded the motion.

Vice-Mayor Hanchar asked if the applicant was going to replace the tree. Ms. Cid stated it is not a requirement.

Mayor White asked how much money is left in the façade grant budget. Ms. Cid stated they started out with enough for 20 applicants and we have awarded 7 requests. She said this is the last one for this year and the fund balance will roll to the next fiscal year.

Further discussion followed regarding the deadline application for this year. Ms. Cid announced the people who have been approved will receive a sign in their yard helping to spread the word for next year.

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

**AGENDA ITEM #4 – Public Comments**

There were no public comments.

**AGENDA ITEM #5 – Adjourn**

At approximately 5:21 p.m. Councilwoman Williams moved to adjourn the June 22, 2022 CRA Board meeting. Vice-Mayor Hanchar seconded the motion. A vote was taken and the motion passed 4-0.

ATTEST:

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Penned Signature of;  
Amanda Odom, CMC, City Clerk

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Penned Signature of;  
William P. White, Mayor

**City of Dunnellon**  
**Community Redevelopment Agency Board**  
Zoom Meeting

<https://dunnellon.zoom.us/j/87157563148?pwd=bkR6MGJLSk9zNXRJQmV3TitURURtQT09>

Meeting ID: 871 5756 3148

Date: August 08, 2022

Time: 5:00 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

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

Members of the public who would like to participate were encouraged to register in advance by Noon on Monday, August 08, 2022.

**CALL TO ORDER AND PLEDGE**

Mayor White called the meeting to order at approximately 5:03 p.m. and led in the pledge of allegiance. He asked if any invitee or volunteer was present to open with prayer. Jonathan Lee from SafeParc provided the invocation.

**ROLL CALL**

Bill White, Mayor

Valerie Hanchar, Vice-Mayor

Anita Williams, Councilwoman

Louise Kenny, Councilwoman - Absent

Jan Cabbage, Councilwoman

**STAFF PRESENT**

Mandy Odom, City Clerk

Jan Smith, Finance Officer

Georgina Cid, Community Development Manager

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Chief McQuaig, Police Department - Absent

**LEGAL COUNSEL**

Andrew Hand,

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

### **PROOF OF PUBLICATION**

Mrs. Odom stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, August 3<sup>rd</sup> and amended on August 4<sup>th</sup> to add back up to Agenda Item #1.

Mayor White covered meeting etiquette.

### **AGENDA ITEM #1 – CRA Board Meeting Minutes**

- March 21, 2022 - Special CRA Meeting
- May 9, 2022 - CRA Meeting
- May 23, 2022 - Special CRA Meeting

Vice-Mayor Hanchar moved to approve the CRA Board Meeting Minutes. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 4-0.

### **AGENDA ITEM #2 – FY2021-2022 Third Quarter TIFD (CRA) Budget Update**

Mrs. Smith shared the revenue projections and pointed out a decrease stating it was due to the cancellation of the 125<sup>th</sup> Anniversary Park project. She said everything else is coming in almost as budgeted.

Mrs. Smith stated the expenditures have been adjusted based on prior meeting conversations. She explained there is an overall increase primarily attributed to the 125<sup>th</sup> Anniversary Park. She spoke next about CRA grants and stated since there will not be any more funds given out for the remainder of the year, the balance will be carried over to next year. She said there is an overall decrease in expenditures of approximately \$124,000.

Vice-Mayor Hanchar asked if there will be any funds added to the grant project for next year. Mrs. Smith stated Ms. Cid has not added additional funds to the grant project. Vice-Mayor Hanchar stated the funds available will equal 12.74 recipients for the full \$5,000 next year.

Mrs. Smith spoke about the spending schedule and the projects that have been budgeted over the years. She explained she narrowed her spreadsheet to indicate only last year and this year for ease of viewing. She covered various project fund balances, how they are carried forward to the next year and how cancelled projects are managed. She stated the multi-modal project is fully funded for next year per the Marion County interlocal agreement.

Mayor White asked if Council decides to do something other than what is budgeted, what happens to the money we don't spend. Mrs. Smith stated it can be re-appropriated for the current year or it could stay in the bank. Mayor White explained they are trying to accomplish the wayfinding signs project at a better price and wanted to confirm the money can be moved.



Mrs. Smith stated as of June 30<sup>th</sup> the TIFD had \$900,205.88 in its account.

Mayor White asked if the money for the multi-modal trail is money predicted for next year or carried over and if that project goes forward, does that commit all the CRA funds for the year. Mrs. Smith stated that is just one project and there are more funds available in reserve.

**AGENDA ITEM #3 – Public Comments**

Kathy Dunn, 11386 SW Hendrix Dr., stated CRA funding was established to help older downtown and residential areas. She asserted there is not enough oversight by City Council and citizens for the expenditure of these funds. She said the funding must be driven by a master community redevelopment plan which guide the expenditures and if we have one it is not published on our website. She stressed she doesn't see how the use of the CRA funds have been effective. She said the State government passed a bill in 2019 and it provides a lot of stipulations. She stated if we don't follow it, we are in danger of losing those funds.

Bill Vibbert, 9552 SW 192<sup>nd</sup> Ct. Rd., stated Chairman Zalak has been instrumental in helping us obtain the funding for the Blue Run Park restroom project. He said he hoped we would be able to use CRA money for this because the park is in the CRA district. He explained use of the park is increasing by the day and the restroom is needed.

Juliane Mendonca, 11894 E. Blue Cove Dr., asked Mrs. Smith to explain line 37 of her report entitled Property Acquisition and Public Parking. Mrs. Smith stated the statute requires CRA monies to be obligated toward something. She explained that is simply a title used if the City doesn't have a specific allocation for the funds.

Tim Inskeep, 12140 Maple St., asked if there is a CRA master plan. He stated the CRA should be handled with an objective goal followed by a plan and then a budget. He commented it seems, over the years, work has been done hodge-podge without many results. Mrs. Smith replied there is a CRA plan which began in 1993 but is very generic. Mayor White asked for the plan to be added to the website.

Councilwoman Cabbage suggested rather than posting the CRA plan as it is, it should be discussed at the next meeting to see if revisions need to be made first. Mayor White stated this was an excellent suggestion and he asked Mrs. Odom to schedule some extra time for the next meeting to review this.

**AGENDA ITEM #4 – Adjourn**

At approximately 5:34 p.m. Vice-Mayor Hanchar moved to adjourn the August 08, 2022 CRA Board meeting. Councilwoman Williams seconded the motion.

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

City of Dunnellon  
Community Redevelopment Agency  
August 08, 2022  
Page 4

ATTEST:

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Penned Signature of;  
Amanda Odom, CMC, City Clerk

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Penned Signature of;  
William P. White, Mayor

**City of Dunnellon**  
**Community Redevelopment Agency Board**  
Zoom Meeting

<https://dunnellon.zoom.us/j/89947532736?pwd=WVdWbVVFUxadhkhkODNYaVhVYWdrQT09>

Meeting ID: 899 4753 2736

Date: November 14, 2022

Time: 5:00 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

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

Members of the public who would like to participate were encouraged to register in advance by Noon on Monday, November 14, 2022.

**CALL TO ORDER AND PLEDGE**

Mayor White called the meeting to order at approximately 5:03 p.m. and led in the pledge of allegiance. He asked if any invitee or volunteer was present to open with prayer. Councilwoman Williams provided the invocation.

**ROLL CALL**

Bill White, Mayor

Valerie Hanchar, Vice-Mayor

Anita Williams, Councilwoman

Juliane Mendonca, Councilwoman

Jan Cubbage, Councilwoman

**STAFF PRESENT**

Mandy Odom, City Clerk

Jan Smith, Finance Officer

Georgina Cid, Community Development Manager

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Chief McQuaig, Police Department - Absent

Lt. Yox, Police Department - Absent

**LEGAL COUNSEL**

Andrew Hand,

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

**PROOF OF PUBLICATION**

Mrs. Odom stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, November 9, 2022.

Mayor White covered meeting etiquette.

**AGENDA ITEM #1 – CRA Board Meeting Minutes**

There were no CRA minutes published on the agenda for approval.

**AGENDA ITEM #2 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG2023-01, Nancy St. Jean, 20840 Chestnut Street**

Staff reported Nancy St. Jean is requesting a façade improvement grant in the amount of \$5,000 to assist with costs of replacing the existing metal roof with a new metal roof at the contributing structure located at 20840 Chestnut Street.

Vice-Mayor Hanchar stated the house is by the middle school and is one of the older houses in town.

**Public Comments:**

There were no public comments.

Councilwoman Williams moved CRA Grant Funds be awarded in the maximum eligible amount of \$5,000 for application HPBG2023-01 to Nancy St. Jean. Vice-Mayor Hanchar seconded the motion. A vote was taken and the motion passed 5-0.

**AGENDA ITEM #3 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG2023-02, Jessica Merrick, 20847 Chestnut Street**

Staff reported Ms. Jessica Merrick is requesting a façade improvement grant in the amount of \$5,000 to assist with costs for landscaping, porch and railing replacement, replacement of rotten wood on building exterior, and painting of the contributing building at 20847 Chestnut Street.

**Public Comment:**

There were no public comments.

Vice-Mayor Hanchar moved CRA Grant Funds be awarded in the maximum eligible amount of \$5,000 for application HPBG2023-02 to Jessica Merrick. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

**AGENDA ITEM #4 – Public Comments**

There were no public comments.

City of Dunnellon  
Community Redevelopment Agency  
November 14, 2022  
Page 3

**AGENDA ITEM #5 – Adjourn**

At approximately 5:09 p.m. Vice-Mayor Hanchar moved to adjourn the November 14, 2022 CRA Board meeting. Councilwoman Williams seconded the motion. A vote was taken and the motion passed 5-0.

ATTEST:

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Penned Signature of;  
Amanda Odom, CMC, City Clerk

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Penned Signature of;  
William P. White, Mayor

**City of Dunnellon**  
**Community Redevelopment Agency Board**  
Zoom Meeting

<https://dunnellon.zoom.us/j/88694929312?pwd=T0Q4SXJDR3lYdG1jRnRwWGRKeWVpUT09>

Meeting ID: 886 9492 9312

Date: December 21, 2022

Time: 5:00 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

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

Members of the public who would like to participate were encouraged to register in advance by Noon on Wednesday, December 21, 2022.

**CALL TO ORDER AND PLEDGE**

Mayor White called the meeting to order at approximately 5:02 p.m. and led in the pledge of allegiance. He asked if any invitee or volunteer was present to open with prayer. No one stepped forward and a moment of silence was observed.

**ROLL CALL**

Bill White, Mayor

Wally Dunn, Vice-Mayor

Tim Inskeep, Councilman

Juliane Mendonca, Councilperson

Jan Cubbage, Councilwoman

**STAFF PRESENT**

Mandy Odom, City Clerk

Michelle Leonard, Assistant City Clerk

Jan Smith, Finance Officer

Georgina Cid, Community Development Manager

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Chief McQuaig, Police Department - Absent

Lt. Yox, Police Department - Absent

**LEGAL COUNSEL**

Patrick Brackins,

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

**PROOF OF PUBLICATION**

Mrs. Odom stated for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, December 14, 2022.

Mayor White reviewed meeting etiquette.

**AGENDA ITEM #1 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG20230057, Julie Breighen, 20737 W. McKinney Avenue**

Ms. Cid stated Ms. Breighen is requesting a façade improvement grant in the amount of \$5,000 to be applied toward a new, gray shingle roof.

**Public Comment:**

There were no public comments.

Councilperson Mendonca moved CRA Grant funds be awarded in the maximum eligible amount of \$5,000 for application HPBG20230057 to Julie Breighen. Vice-Mayor Dunn seconded the motion. There being no further discussion, a vote was taken and the motion passed 5-0.

**AGENDA ITEM #2 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG2023-04, Brad Czarnecki, 20575 Walnut Street (Meredith House)**

Ms. Cid stated Mr. Czarnecki is requesting a façade improvement grant in the amount of \$5,000 for front porch replacement and painting.

**Public Comment:**

There were no public comments.

Councilperson Mendonca moved CRA Grant funds be awarded in the maximum eligible amount of \$5,000 for application HPBG2023-04 to Brad Czarnecki. Vice-Mayor Dunn seconded the motion. There being no further discussion, a vote was taken and the motion passed 5-0.

**AGENDA ITEM #3 – Application For CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant HPBG2023-05, Ricky And Jeanne Dunn, 11871 Illinois Street**

Ms. Cid stated Mr. and Mrs. Dunn are the owners of Studio 118 and are requesting a façade improvement grant in the amount of \$5,000 for installation of an irrigation system, new landscaping and a decorative fence for the front yard.

**Public Comment:**

There were no public comments.

Councilperson Mendonca moved CRA Grant Funds be awarded in the maximum eligible amount of \$5,000 for application HPBG2023-05 to Ricky and Jeanne Dunn. Councilman Inskeep

seconded the motion. There being no further discussion, a vote was taken and the motion passed 5-0.

Councilperson Mendonca asked if there were any applicants in the room today to be acknowledged and there were none.

**AGENDA ITEM #4 – Public Comments**

There were no public comments.

**AGENDA ITEM #5 – Adjourn**

At approximately 5:14 p.m. Councilman Inskeep moved to adjourn the December 21, 2022 Special CRA Board meeting. Vice-Mayor Dunn seconded the motion. A vote was taken and the motion passed 5-0.

ATTEST:

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Penned Signature of;  
Amanda Odom, CMC, City Clerk

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Penned Signature of;  
William P. White, Mayor



City of Dunnellon  
Agenda Summary Form

**Meeting Date:** February 13, 2023

1. Responsible Department: Community Development
2. Presenter: Kelly Wyen
3. Recommended Action: Approval

**Subject:** Application for CRA Grant Funds and Certificate of Appropriateness

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

Rick and Jeanne Dunn are requesting a façade improvement grant in the amount of \$5,000 for landscape cleanup, relining of parking spaces, repair of damaged façade, exterior pressure washing and painting of the non-contributing building exterior at 11892 Illinois Street.

Samples of the following pre-approved historic paint colors have been provided for the board to review:

- SW 6443 Relish for the main building
- SW 6460 Kale green for the accents
- SW 7004 Snowbound for the doors and trim

It is staff recommendation this item be approved.

**Procurement Method:** N/A

**Fiscal Information:** N/A

**Attorney Review:** N/A

**CITY OF DUNNELLON  
COUNCIL  
AGENDA SUMMARY FORM**

**Meeting Date:** February 13, 2023

**Responsible Dept.:** Finance

**Presenter:** Jan Smith

**Subject:** FY2022-2023 First Quarter TIFD (CRA) Budget Update

**Request for Approval Summary Explanation & Background:** Attached are the FY2022-2023 First quarter results. The following documents are provided.

- Budget vs Actuals period ending December 31, 2023
- TIFD (CRA) Spending Schedule period ending December 31, 2023
- Cash Reserves as of December 31, 2023

**Fiscal Information:** N/A

**Procurement Method:** N/A

**Purchase Requisition#:** N/A

**CITY OF DUNNELLON  
2022-2023 YEAR TO DATE SUMMARY  
DECEMBER 25% COMPLETE**

94 TAX INCREMENT FINANCING DISTRICT (CRA)							
	UNAUDITED	FY 22-23 REVISED/ AMENDED	FY 22-23 YEAR TO DATE	FY 22-23 % OF BUDGET COLLECTED	FY 22-23 PROJECTED	Projected vs Budget (Under)/Over Budget)	Comment
	FY 21-22 ACTUAL	BUDGET	ACTUAL				
95	<b>REVENUES</b>						
96	327,894	358,719	380,749	106.1%	380,749	22,030	Over due to millage rate use for Marion County contribution to TIFD
97	-	-	-	0.0%	-	-	
98	398	560	117	20.9%	560	-	
99	-	336,450	-	0.0%	15,348	(321,102)	Decrease due to projects on hold
100							
101	<u>328,292</u>	<u>695,729</u>	<u>380,865</u>	<u>54.7%</u>	<u>396,657</u>	<u>(299,072)</u>	
102							
103							
	UNAUDITED	FY 22-23 REVISED/ AMENDED	FY 22-23 YEAR TO DATE	FY 22-23 % OF BUDGET COLLECTED	FY 22-23 PROJECTED	Projected vs Budget (Under)/Over Budget)	Comment
	FY 21-22 ACTUAL	BUDGET	ACTUAL				
104	<b>EXPENDITURES</b>						
105	47,710	83,476	15,022	18.0%	83,434	(42)	
106	8,638	46,058	3,147	6.8%	46,028	(30)	
107	9,150	504,000	-	0.0%	204,000	(300,000)	Decrease due to projects on hold
108	29,340	62,195	5,000	8.0%	62,195	-	
109	-	-	-	0.0%	-	-	
110							
111	<u>94,838</u>	<u>695,729</u>	<u>23,169</u>	<u>3.3%</u>	<u>395,657</u>	<u>(300,072)</u>	
112	233,454				1,000		

CASH RESERVES

		UNAUDITED	UNAUDITED	UNAUDITED	NET CHANGE	NET CHANGE	
		BALANCE	BALANCE	BALANCE	FROM	FROM	
		10/1/2022	11/30/2022	12/31/2022	PRIOR PERIOD	START OF YEAR	
50	<b>TIFD BANK ACCOUNTS</b>						
51	02000-10101 TIFD OPERATING ACCOUNT	795,164.81	1,164,809.97	1,158,042.68	(6,767.29)	362,877.87	
52							
53	<b>TIFD EQUITY</b>						
54	02000-15183 TIFD EQUITY	540,549.92	913,481.93	903,918.51	(9,563.42)	363,368.59	Unrestricted operating reserve
55	02000-15183 A1731 TIFD EQUITY-BIKE PATH	303,760.00	303,760.00	303,760.00	0.00	0.00	Restricted by Interlocal Agreement AGR2017-31
56	<b>TIFD EQUITY</b>	844,309.92	1,217,241.93	1,207,678.51	(9,563.42)	363,368.59	

**CRA Spending Schedule and History  
FY2022-2023 Budget**

	UNAUDITED	2022-23		
	2021-2022	Budget	Actual	Projected
1 Beginning Fund Balance -October 1	844,310	844,310	844,310	844,310
2 Current Year Revenue	328,292	359,279	380,865	381,309
3 Transfer from TIFD Reserve		336,450		15,348
4 Transfer In-125 Pk donations from GF (Funds will be transferred when project begins construction)				
5 Total Available Fund Balance	1,172,602	1,540,039	1,225,175	1,240,967
6				
7 <b>Fund Balance (RESERVES) Budgeted for:</b>	Actual	Budget		
8 Personnel	47,710	83,476	15,022	83,434
9 Operating	8,638	46,058	3,147	46,028
10 Grants-CRA	29,340	60,000	5,000	60,000
11 Grants-Mainstreet		2,195		2,195
12 Blue Run Pk Restrooms		175,000		175,000
16 W Penn Streetscape-PH II-project postponed				
19 Parking Lots/Enhancements -Ernie Mills				
21 Digital City Hall Sign		35,000		-
22 Wayfinding Signage-EC-10		265,000		-
24 E. Penn Ave, Cedar St and City Hall Solar Lighting		26,000		26,000
25 New Permitting & Code Eng. Software		3,000		3,000
26 Driveway Apron Blue Run Park	9,150			
27				
28 <b>Total Appropriations</b>	<b>94,838</b>	<b>695,729</b>	<b>23,169</b>	<b>395,657</b>
29				
29 <b>RESERVES:</b>	Set Aside in Restricted Reserve	Set Aside in Restricted Reserve		
30				
31 <b>Fund Balance Available To Be Obligated To Projects (Line 5 minus Line 28)</b>		844,310		845,310
32 <b>Recommended Projects:</b>				
33 FDOT Multi-Modal Grant-Reserve (Max Contr. \$350,000)	303,760	350,000		350,000
34 Reserve-Historic Board (for Grants)-Reserve combined with CRA unrestricted at FYE 2019				
35 Property Acquisition and/or Development of Public Parking (Unappropriated fund balance)	774,004	494,310		495,310

Legend
Green = 1st year of obligation
Blue = 2nd year of obligation
Red = 3rd year of obligation and beyond
Orange = Completed projects