# CITY OF BELLEVIEW AGENDA
## City Commission Meeting

Belleview City Hall
Commission Room
5343 SE Abshier Blvd.
Belleview, FL
October 20, 2026
6:00 PM

Christine Dobkowski, Mayor
Seat 2 Ray Dwyer, Commissioner
Seat 3 Ronald T Livsey, Commissioner
Seat 4 Robert "BO" Smith, Commissioner
Seat 1 Michael Goldman, Commissioner

Welcome to the City of Belleview Commission meeting. The Commission regularly meets the first and third Tuesday of every month at 6:00 pm, unless otherwise noted. The Commission meetings are open to the public, and the Commission encourages and values your opinions as they move forward in the decision-making process.

As a courtesy to others, please silence your cell phone or other electronic devices before entering the Commission Chambers. If you need to take a call, please step outside.
In accordance with the Americans with Disabilities Act, persons needing assistance with any of these proceedings should contact the City Clerk's office at least 48 hours in advance of the meeting at Lmerritt@belleviewfl.org or 352-245-7021 extension 2109.

**MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE - COMMISSIONER SMITH**

**ROLL CALL**

**APPROVAL OF MINUTES**

Approval of the 10-06-2026 Commission Meeting Minutes
10-06-2026 Meeting Minutes

**PUBLIC HEARING: FINAL HEARING**

Ordinance 2026-18 Residential Uses in B-2 Zoning
Ordinance 2026-18 Residential Uses in B-2 Zoning

**PUBLIC HEARING: RESOLUTION**

Resolution 26-14: Employee Recognition and Appreciation Policy
Resolution 26-14 Employee Recognition and Appreciation Policy
Employee Recognition and Appreciation Policy

**PROCLAMATION:**

Kathryn Leigh Thurgaland Foundation Proclamation
Kathryn Leigh Thurgaland Foundation Proclamation

Florida City Government Week
Florida City Week Proclamation

**UNSCHEDULED AUDIENCE:**

Unscheduled Audience

**OTHER CITY BUSINESS/DEPARTMENT UPDATES:**

Community Engagement: Welcome to Belleview Book Concept

Community Engagement: Creation of Belleview Business Milestones Program

Community Engagement: Property Improvement Grant Application Presentation: Friends of Belleview Library (2627-01)
Property Grant Application 2627-01 Friends of Belleview Library

City Clerk: Planning & Zoning Board Appointment

Development Services: Updates

Finance Department: Updates

Public Works: Updates

Public Works: Cross-Connection Control Program - Back Flow Compliance for Commercial Customers
CCC Flow Chart to Water Service Disconnection

Police Department: Updates

Information Technology: Updates

City Attorney: Updates

City Administrator: Compensation Adjustment Policy
Compensation Adjustment Policy
City of Belleview Accomplishment Based Salary Adjustment Application

**COMMISSION UPDATES:**

Commission Updates

Mayor Dobkowski: Discussion Regarding City Administrator Responsibilities and Delegation of Authority

# Approval of Minutes

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Approval of the 10-06-2026 Commission Meeting Minutes

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Approval of Minutes

**BACKGROUND:**

**RECOMMENDED ACTIONS:**

Motion to approve as received or as amended the 00-00-2026 Commission Meeting Minutes

**ATTACHMENTS:**

10-06-2026 Meeting Minutes

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# CITY OF BELLEVIEW
# CITY COMMISSION MEETING
# MINUTES

Belleview City Hall
Commission Room
5343 SE Abshier Blvd.
Belleview, FL
October 6, 2026
6:00 PM

Mayor CHRISTINE K. DOBKOWSKI
Seat 1 MICHAEL J. GOLDMAN
Seat 2 RAY DWYER
Seat 3 RONALD T. LIVSEY
Seat 4 ROBERT "BO" SMITH

**MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE – Commissioner Smith**

**ROLL CALL OF COMMISSIONERS**: Present: Dwyer, Livsey, Smith, Goldman, Dobkowski

**APPROVAL OF MINUTES:**

a. **09-15-2026 Commission Meeting Minutes and the 09-29-2026 Special Commission Meeting Minutes**

Motion made by Commissioner Smith to approve the 09-15-2026 Commission Meeting Minutes and the 09-29-2026 Special Commission Meeting as presented; seconded by Commissioner Dwyer.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

**PUBLIC HEARING: FINAL READING**

a. **Ordinance 2026-19: Abandoned and Vacant Real and Personal Property**

Mayor Dobkowski read Ordinance 2026-19 Abandoned and Vacant Real and Personal Property, Title Only. Development Services Director Chancey gave an overview stating the Ordinance, first approved on September 15, 2026, corrects Ordinance 2026-07 which was adopted at the April 7th Commission meeting. Finance staff identified an error in Section 2.269, which incorrectly granted authority to the clerk or designee for the collection, allocation, and expenditures of said revenue. Ordinance 2026-19 corrects this language to vest that authority in the City Administrator or designee. In addition, the prior ordinance referred to a vacant and abandoned building fund that shall be administered in a separate line item. Ordinance 2026-19 replaces that phrase with the vacant and abandoned building account.

Mayor Dobkowski stated this is a Public Hearing and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Livsey to approve Ordinance 2026-19 Abandoned and Vacant Real and Personal Property on Final Reading, Title Only; seconded by Commissioner Dwyer.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

**PUBLIC HEARING: FIRST READING**

**a. Ordinance 2026-18: Residential Uses in B-2 Zoning**

Mayor Dobkowski read Ordinance 2026-18 Residential Uses in B-2 Zoning, Title Only. Development Services Director Chancey stated that at the August 18, 2026 meeting, the Commission considered prohibiting new residential construction to prevent an overconcentration of residential uses in B-2 zones; staff was directed to draft an ordinance to implement the prohibition. The proposed ordinance preserves existing residential uses and permits their continued use. It would allow mixed-use buildings, including upper-floor flats and loft apartments, as well as on-site residences for managers, security personnel, or owners.

Mayor Dobkowski stated this is a Public Hearing and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Goldman to approve Ordinance 2026-18 Residential Uses in B-2 Zoning on First Reading, Title Only; seconded by Commissioner Livsey.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

**SCHEDULED AUDIENCE:**

**a. Ausley Construction**

Public Works Director Titterington stated that Ausley Construction has requested temporary access through City-owned property located at the rear of the Public Works facility for the construction of the new Belleview Elementary School building. Ausley Construction will perform clearing, grading, and other preparations necessary at no cost to the City. Upon completion of the project or when the temporary access is no longer needed, Ausley Construction will restore the affected property to the satisfaction of the City. Dustin Magamoll, representative for Ausley Construction, stated that construction will be starting during the school's Christmas break.

Mayor Dobkowski stated this is a Public Meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Dwyer to approve Ausley Construction's request for temporary access through City-owned property; seconded by Commissioner Goldman.

Commissioner Goldman asked whether there will be a formal agreement; PWD Titterington responded that there would be.

Commissioner Smith stated that he wanted it to be known that he does not approve of the project and the impact it will have on the roads. Commissioner Dwyer remarked that unfortunately the City does not have a say in the matter as it is a Marion County School Board project.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Goldman, Dobkowski
Nays: Smith

**b. Sue Mosley - Belleview Christmas Parade**

Sue Mosley is overseeing the coordination of the Belleview Christmas Parade again and requested Commission approval of the parade date of December 6, 2026 and authorize the appropriate road closures.

Mayor Dobkowski stated this is a public meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Smith to approve the request from Sue Mosley to hold the Belleview Christmas Parade on Sunday, December 6th, and instruct the Police Department to coordinate the road closures as necessary; seconded by Commissioner Goldman.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

**c. Ocala/Marion County Chamber & Economic Partnership (CEP) 2027 Agreement**

Matt McCormick, President & CEO of the CEP, presented the 2027 Business Creation, Retention and Attraction Services Agreement for the activities and economic development efforts for the City of Belleview. He stated that they are working on a strategic plan and obtaining more partnerships.

Mayor Dobkowski stated this is a Public Meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Goldman to approve the 2027 CEP Services Agreement; seconded by Commissioner Smith.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

**d. Dale and Donna Ferson**

Mr. Ferson discussed the maintenance, drainage, trees/vegetation, and access for SE 106th Place Road.

Attorney Landt provided clarification that he reviewed all documentation and found the City has no legal obligation to construct or maintain the road; the Commission would need to decide if the City would like to create the road and maintain it.

Mayor Dobkowski asked PWD Titterington what work would need to be completed to establish this as a City road. He replied that he visited the site, which is a single lane dirt road, and found

no issues with access, but due to the fact that it is in a flood plain, property acquisition would be required to improve the roadway.

Commissioner Smith asked Mr. Ferson if he used the road prior to Ace Hardware's construction. Mr. Ferson stated that he did not, he accessed Hwy 441 by clearing land and cutting across their property.

Donna Maholage Ferson approached to speak on flooding in their yard during storms, the retention area, and a tree overhanging their property.

DSD Chancey stated that the retention pond is owned by the plaza and a code enforcement case has been opened to address its maintenance.

Commissioner Goldman mentioned that prior to discussing the costs associated with creating the road, the retention pond issue must be addressed first. DSD Chancey remarked that there are sinkholes in the retention area, which will need to be addressed by the property owner in order to fully clean it.

The Commission directed PWD Titterington to calculate a cost associated with the creation of the road.

Commissioner Dwyer stated that he has seen some recent land clearing near Hwy 441 next to the Ace Hardware and asked DSD Chancey if there were any projects starting. DSD Chancey responded that the tree trimming was done by the Florida Department of Transportation in the state's right-of-way.

Attorney Landt circled back to Mr. Ferson's question on how SE 106$^{th}$ Place Road was created; he stated that the road name was on property documentation when it was annexed into the City in 2003.

Mayor Dobkowski informed Mr. Ferson that staff will continue the code enforcement action to rectify the issue with the retention pond and the Public Works Director will formulate a cost to present to the Commission at a future meeting.

**e. Belleview Youth Baseball League**

The Mayor addressed ongoing issues at the Sportsplex involving the use of city ballfields and batting cages by Belleview Youth Baseball (BYB) and the public. She stated that her efforts to address citizen concerns have been characterized as a personal conflict with the league, but emphasized that she followed established procedures and coordinated with Marion County Parks and Recreation Director Jim Couillard, consistent with the City's agreement with the County.

Beginning in March 2026, concerns were raised regarding confusion over scheduled league use versus public access to the facilities. Additional issues included weekend tournaments and fundraisers, potential restrictions on public access, concession stand renovations involving unpermitted electrical work, vendor business tax requirements, and the condition of the trailer. The Mayor stated that several matters were initiated by staff or brought forward through citizen

complaints, and that she referred concerns to the appropriate County or City personnel for review.

In July, the Mayor met with staff and Mr. Couillard to clarify the facility agreements, public access to batting cages, and the trailer's status. A subsequent meeting with the league president addressed outstanding concerns, and the parties agreed to split the cost of a grease interceptor three ways. Following another batting cage access dispute in September, the Mayor requested the league's use schedule and the annual financial reports required under its County agreement. She also suggested keeping at least one batting cage available to the public and requested signage to clarify access rules.

The Mayor reported that the requested financial documents had not been received, public access concerns remained unresolved, and signage had not been installed. She also clarified that her requests for financial records were directed to the County, not the league, as the documents were required under the existing agreement. In light of the ongoing issues, she requested that the Commission schedule the previously proposed Sportsplex workshop for the second meeting in November, following the outcome of the property tax and bond initiatives.

Steven Kugler, Belleview Youth Baseball's president, addressed the City Commission regarding field usage and batting cage conflicts with the public. He stated that the only times they have issues is when the Mayor's family is involved. He further commented that the only work completed in the concession area was changing a light fixture and it was not communicated to them that they couldn't use the facility, only that any construction work must be halted until they obtained a permit, which they had to pay for. Mr. Kugler said that they are working with the County on submitting the league financial information to comply for reporting purposes. He would like communication to improve.

Maria Esposito remarked that there have been many communication issues between Belleview, Marion County, and BYB. She also said that she has started to work with City staff to properly permit their events as required.

Attorney Landt commented on the Mayor's actions vis à vis the removal of the trailer and responding to inquiries or complaints by contacting staff or Marion County as appropriate.

Bob Dobkowski discussed his past coaching with BYB and the actions that the City has undertaken to improve the park and support the league through the years.

Mayor Dobkowski stated that Marion County began managing the regulation of the sports leagues in 2012 and it appears that their staff is telling the league one thing while the director is telling her something else.

Michael Bradbury discussed an issue with a fundraising event.

Michael Congleton stated that he had seen the Mayor's son at the field when the concession stand was open and felt the timing was suspicious because the Police Department arrived shortly after to have them close their doors.

Mayor Dobkowski clarified that it was not suspicious timing as she had received the photo of the concession stand open and contacted staff to verify it should not have been occupied and informed the Police.

Mr. Congleton expressed that there are many issues with the park, including the new lights that have been installed and they have contacted the County.

Breanna Hickson commented that her son is part of the league and finds it welcoming.

Commissioner Smith exited the meeting at 7:40 PM and returned at 7:43 PM.

Lucia Esposito remarked that she doesn't believe the league monopolizes the park's usage.

Colton Craine commented that he was the one who painted the concession stand and changed the light figure inside; BYB's goal is to make the park better.

Ronnie Woods stated that he believes all parties need to begin getting along.

Commissioner Goldman stated that he has not been privy to everything that has occurred, but noted the problem is one of communication. He believes there needs to be increased communication with a representative from Belleview, Marion County, and BYB. He added that he would like a representative from Marion County present at the upcoming workshop on the Sports Complex.

Commissioner Dwyer thanked the citizens for attending the meeting and it appears that all parties involved want what is best for the park. Commissioner Dwyer mentioned that the City, with a population of 6000 people, funded $380,000 for lights at a park that is primarily used by County residents. He stated that it may be beneficial for City staff to have more of a presence in the park to facilitate more communication.

Commissioner Smith hopes that after tonight, all parties realize they can do better and work towards solutions. He explained that the majority of the park belongs to the County, the majority of users are County residents, and believes that more communication needs to go through the County. Commissioner Smith stated that there are additional needs out there, including more batting cages.

**UNSCHEDULED AUDIENCE:**

No one came forward.

**OTHER CITY BUSINESS/DEPARTMENT UPDATES:**

a. **City Clerk:** N/A

b. **Development Services:** N/A

c. **Finance Department:** N/A

Commissioner Goldman exited the meeting at 7:57 PM

### d. Public Works: Well No. 5 Hydropneumatic Tank Bid Award

PWD Titterington stated that a 10,000-gallon Hydro tank was designed for the water treatment plant (WTP) at Well No. 5 to provide additional retention time before the water enters the distribution system. Bids were received on September 16th; of the four (4) bids received, RCM Utilities was the apparent and lowest responsible bidder at $364,767.19.

Mayor Dobkowski stated this is a public meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Smith to award the Well 5 Hydropneumatic Tank Bid in the amount of $364,767.19 to RCM Utilities, LLC.; seconded by Commissioner Livsey.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Dobkowski
Absent: Goldman

### e. Public Works: Antar Unique Multi Service LLC Developer's Agreement

PWD Titterington presented the developer's agreement for parcel number 9024-0542-11, located at 13 Laurel Pass Lane, outside city limits. The property is a residential lot near the Baseline Landfill Recycling Center. The water main was extended approximately 160' to provide service.

Mayor Dobkowski stated this is a public meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Livsey to award the Antar Unique Multi Service LLC Developer's Agreement; seconded by Commissioner Smith.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Dobkowski
Absent: Goldman

### f. Public Works: 484 Market LLC Developer's Agreement

Commissioner Goldman reentered the meeting at 8:01 PM.

PWD Titterington presented the developer's agreement for parcel number 41401-002-01, which is located at 5195 SE 132nd Street Road, inside city limits. This parcel is approximately 2.99 acres and is currently operating as 7-Eleven.

Mayor Dobkowski stated this is a public meeting and asked if anyone in the audience had any comments. No one came forward.

Motion made by Commissioner Goldman to award the 484 Market LLC Developer's Agreement; seconded by Commissioner Dwyer.

Motion was called by a roll call vote. Ayes: Dwyer, Livsey, Smith, Goldman, Dobkowski

g. **Police Department:** N/A

h. **Information Technology:** N/A

i. **Legal Services:**

Attorney Landt inquired whether he should prepare an Ordinance to waive fees for improvements that are performed on City property.

DSD Chancey stated that there are no fees on permits for properties owned by the City, but there was a charge in the case of the BYB due to the after-the-fact nature of the permit.

j. **Administrator:** N/A

**COMMISSION UPDATES:**

**Commissioner Dwyer:** N/A

**Commissioner Livsey:** N/A

**Commissioner Goldman:**

Would like to have a workshop to discuss future business development in the City and what is appropriate for each zoning. Commissioner Goldman feels it is important to obtain public feedback and amend the Land Development Regulations. The Commissioners were in favor of holding a workshop for discussion; Mayor Dobkowski proposed the second meeting in December for the workshop.

Commissioner Goldman stated that he will work with Development Services regarding the contents of the meeting to determine its length and if it needs to be a different date than a regular meeting.

Commissioner Goldman would also like to have a discussion on a noise/sound Ordinance at a future meeting and will work with DSD Chancey.

**Commissioner Smith:** N/A

**Mayor Dobkowski:** N/A

**Adjournment:** Meeting adjourned by Mayor Dobkowski at 8:09 PM.

Attest:

_____

Lezli Merritt, MPA
City Clerk

# Public Hearing: Final Reading of Ordinance 2026-18

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Ordinance 2026-18 Residential Uses in B-2 Zoning

**PRESENTING PARTY:**

Shawna Chancey, Development Services Director

**ITEM TYPE:**

Public Hearing: Final Reading

**BACKGROUND:**

First approved at the October 6, 2026 meeting, Ordinance 2026-18 will prohibit new residential construction in areas zoned B-2 to prevent an overconcentration of residential uses in B-2 zones. This will result in preserving existing residential uses and permit their continued use. It would allow mixed-use buildings, including upper-floor flats and loft apartments, as well as on-site residences for managers, security personnel, or owners.

**RECOMMENDED ACTIONS:**

Motion to Approve, Approve as Amended, or Not Approve Ordinance 2026-18, Residential Use in B-2 Zoning, on Final Reading, Title Only.

**ATTACHMENTS:**

Ordinance 2026-18 Residential Uses in B-2 Zoning

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

**ORDINANCE 2026-18**

**AN ORDINANCE AMENDING SUBSECTIONS (1), (2) AND (3) OF SECTION 134-252 (b) TO PROVIDE FOR LIMITATIONS ON PERMITTED RESIDENTIAL USES IN THE B-2 ZONING CLASSIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**Whereas,** Section 134-252 (b) of the City Code provides for the uses allowed in Community Business Zoning Classification (B-2); and

**Whereas,** Section 134-252 (b) provides that Single-family dwellings, Duplexes (two-family) dwellings, and Multifamily dwellings are permitted in Community Business Zoning Classification (B-2); and

**Whereas,** the City Commission finds that Residential uses in the Community Business Zoning Classification B-2 should be consistent with those set forth in the City's Comprehensive Plan; and

**Whereas**, the City Commission finds that Section 134-252 (b) should be amended as set forth herein below.

**NOW THEREFORE, BE IT ORDAINED** by the City Commission of the City of Belleview, Florida, that Subsections (1), (2) and (3) of Section 134-252 (b) is of the City Code are amended to read as follows:

**"134-252 Community Business (B-2).**

(b) *Permitted uses.*

(1) Mixed-use structures where the principal use is commercial (i.e. upper flats and loft apartments);

(2) Single-family dwellings accessory to the commercial use of a property (i.e. on-site managers, security personnel, or owner residence); and

(3) Residential reuse of an existing structure within the CRA."

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances in conflict with this ordinance are, to the extent of such conflict, repealed.

**BE IT FURTHER ORDAINED** that it is the intention of the City Commission that the provisions of this ordinance shall become and be made a part of the Code of Ordinances for the City of Belleview, Florida; that the sections of this ordinance may be renumbered or re-lettered to accomplish such intention; and that the word "ordinance" may be changed to "section," "article," or other appropriate designation.

**BE IT FURTHER ORDAINED** that this Ordinance shall become effective immediately upon adoption.

## CERTIFICATE OF ADOPTION AND APPROVAL

The above and foregoing ordinance was duly read and approved upon **First Reading** by a ___ to ____ vote of the City Commission of the City of Belleview, Florida, at a Regular Meeting held on October 6, 2026. Said ordinance was duly read, passed, and adopted upon **Final Reading** by a ___ to ___ vote of the City Commission of the City of Belleview, Florida at a Public Hearing held on October 20, 2026.

_____
CHRISTINE DOBKOWSKI
Mayor

Attest:

_____
LEZLI MERRITT
City Clerk

Approved as to Form and Legal Sufficiency
For the use and Benefit of the City of Belleview Only:

_____
FREDERICK E. LANDT, III
City Attorney

## CERTIFICATE OF ADVERTISING

**I HEREBY CERTIFY** that the foregoing Ordinance was advertised for a Public Hearing on the county's publicly accessible website on October 9, 2026 in accordance with Florida Statutes.

_____
LEZLI MERRITT
City Clerk

# Public Hearing: Resolution 26-14

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Resolution 26-14: Employee Recognition and Appreciation Policy

**PRESENTING PARTY:**

Mariah Moody, City Administrator

**ITEM TYPE:**

Public Hearing: Resolution

**BACKGROUND:**

The City has developed an Employee Recognition and Appreciation Policy to formalize employee appreciation events, longevity recognition, and retirement recognition. The policy establishes guidelines for authorized expenditures, spending limits, and budgetary oversight.

Staff recommends approval of Resolution No. 26-14 adopting the City of Belleview Employee Recognition and Appreciation Policy.

**RECOMMENDED ACTIONS:**

Approve Resolution 26-14 Employee Recognition and Appreciation Policy

**ATTACHMENTS:**

Resolution 26-14 Employee Recognition and Appreciation Policy
Employee Recognition and Appreciation Policy

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

**RESOLUTION NO. 26-14**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BELLEVIEW, FLORIDA, ADOPTING AN EMPLOYEE RECOGNITION AND APPRECIATION POLICY; ESTABLISHING A MUNICIPAL PUBLIC PURPOSE; AUTHORIZING REASONABLE EXPENDITURES FOR EMPLOYEE RECOGNITION AND APPRECIATION; PROVIDING FOR ADMINISTRATION AND BUDGETARY OVERSIGHT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City Commission recognizes that City employees provide essential public services and contribute to the effective and efficient operation of municipal government; and

**WHEREAS,** the City Commission finds that recognizing employee service, dedication, longevity, and accomplishments promotes employee morale, retention, engagement, teamwork, and organizational effectiveness; and

**WHEREAS,** the City Commission determines that an employee recognition and appreciation program serves a valid municipal public purpose by supporting employee retention and the efficient delivery of municipal services; and

**WHEREAS,** the City Commission desires to establish uniform guidelines for employee appreciation events, longevity and service recognition, and retirement recognition, while ensuring that expenditures remain reasonable and subject to budgeted funds; and

**WHEREAS,** the City Commission finds that reasonable expenditures for authorized recognition activities, including food, nonalcoholic beverages, commemorative awards, retirement gifts, and other items authorized by the Policy, further the municipal purposes identified herein; and

**WHEREAS,** the City Commission desires to adopt the Employee Recognition and Appreciation Policy attached as Exhibit A.

**NOW THEREFORE, BE IT RESOLVED** by the City Commission of the City of Belleview, Florida, that the Employee Recognition and Appreciation Policy attached hereto as Exhibit A is hereby adopted and incorporated by reference.

**BE IT FURTHER RESOLVED** that the City Commission finds the activities authorized by the Policy serve a valid municipal public purpose by promoting employee morale, retention, longevity, and organizational effectiveness in support of municipal services.

**BE IT FURTHER RESOLVED** that the City Administrator is authorized to administer the Policy and approve reasonable expenditures in accordance with its provisions, subject to available budgeted funds and applicable purchasing requirements.

**BE IT FURTHER RESOLVED** that this Resolution shall become effective immediately upon its adoption.

**PASSED AND RESOLVED** by a ____ vote of the City Commission of the City of Belleview, Florida on the 20th day of October, 2026.

**CITY OF BELLEVIEW**

_____
CHRISTINE DOBKOWSKI
Mayor/Commissioner

Attest:

_____
Lezli Merritt
City Clerk

Approved As To Form And Legality:

_____
FREDERICK E. LANDT, III
City Attorney

## CERTIFICATE OF ADVERTISING

**I HEREBY CERTIFY** that the foregoing Resolution was posted and available for public review on our website under Upcoming Public Hearings and in our online agenda packet prior to the Commission meeting in accordance with City policy.

_____
Lezli Merritt
City Clerk

# CITY OF BELLEVIEW

# EMPLOYEE RECOGNITION AND APPRECIATION POLICY

**EXHIBIT A – To resolution No. 26-12**

## 1. PURPOSE

The City of Belleview values its employees' service and contributions and recognizes that employee retention, engagement, morale, institutional knowledge, and organizational effectiveness support the efficient delivery of municipal services.

The purpose of this Policy is to establish uniform standards for employee appreciation events, longevity and service recognition, and retirement recognition and to ensure that related expenditures are reasonable, consistently administered, properly documented, and made in furtherance of a municipal purpose.

## 2. EMPLOYEE APPRECIATION EVENTS

The City may sponsor up to two Citywide employee appreciation and recognition events during each fiscal year.

Such events are intended to recognize employees for their public service and contributions to the City and to promote employee engagement, retention, morale, teamwork, and organizational effectiveness.

Employee appreciation events may include, but are not limited to:

- An annual Employee Appreciation and Service Recognition Luncheon;
- An employee appreciation cookout, picnic, or similar Citywide event; or
- Another Citywide employee recognition or appreciation event approved by the City Administrator.

The City may make reasonable expenditures associated with an authorized event, including food, nonalcoholic beverages, necessary event supplies, and reasonable activities associated with the event, provided funds have been appropriated for such purpose in the City's adopted budget.

The City Administrator shall ensure that expenditures are reasonable in relation to the nature and purpose of the event.

The City is not required to conduct two events in any fiscal year. This section establishes the maximum number of City-funded employee appreciation events that may be conducted annually under this Policy.

## 3. LONGEVITY AND SERVICE RECOGNITION

The City shall recognize eligible employees for longevity and continued service at five-year service milestones beginning upon completion of five years of City service.

Recognition milestones shall include:

- 5 years
- 10 years
- 15 years
- 20 years
- 25 years
- 30 years
- 35 years
- 40 years and each additional five-year increment thereafter.

Recognition may include a certificate, service pin, City-branded item, engraved item, plaque, or other appropriate commemorative item selected by the City.

The type and value of recognition may increase based upon years of service; however, longevity awards are intended to be commemorative and shall be reasonable in value.

Longevity awards may be presented at the City's annual Employee Appreciation and Service Recognition Luncheon or at another appropriate City meeting, ceremony, or recognition event.

Human Resources shall be responsible for identifying eligible employees and maintaining records of service-recognition awards.

## 4. RETIREMENT RECOGNITION

An employee who bona fide retires from employment with the City may be formally recognized for his or her service to the City.

For purposes of this Policy, retirement recognition is intended to commemorate an employee's completion of City service and shall not constitute cash compensation, severance pay, or a cash bonus.

An eligible retiring employee may receive:

### A. Commemorative Recognition

An engraved plaque, vase, framed recognition, or other appropriate commemorative item recognizing the employee's years of service to the City, having a value not to exceed one hundred dollars ($100.00).

**B. Retirement Gift**

A noncash retirement gift having a value not to exceed two hundred fifty dollars ($250.00), regardless of years of service.

Retirement gifts should be appropriate to the employee and occasion and may include personalized, commemorative, recreational, household, or similar tangible items.

Cash or gift cards shall not be provided in lieu of a retirement gift.

The retirement recognition provided under this section shall apply prospectively following adoption of this Policy and shall be administered uniformly for eligible employees.

## 5. RETIREMENT RECOGNITION EVENT

The City may recognize an eligible employee upon bona fide retirement from City service through an appropriate retirement recognition event, which may include a reception, luncheon, departmental gathering, or similar event honoring the employee's service to the City.

The City may provide reasonable food, nonalcoholic beverages, and customary supplies associated with the retirement recognition event, subject to available budgeted funds and applicable purchasing requirements.

The employee's retirement plaque or commemorative recognition and authorized retirement gift may be presented during the event.

Retirement recognition events shall be reasonable in scope and expenditure and shall be conducted for the purpose of recognizing and honoring the employee's public service and contributions to the City.

A retirement recognition event authorized under this section shall be separate from, and shall not count toward, the City's authorized employee appreciation events under Section 2 of this Policy.

## 6. TRAINING, WORKSHOPS, AND OTHER MUNICIPAL BUSINESS

The limitations on employee appreciation events contained in this Policy do not prohibit otherwise lawful and reasonable expenditures for meals or refreshments that are incidental to bona fide City training, workshops, emergency operations, official meetings, or other authorized municipal business.

The governmental activity, rather than the provision of food, must be the primary purpose of the expenditure.

This section shall not be used to circumvent the limitations applicable to employee appreciation events.

## 7. GIFT CARDS AND PROHIBITED OR UNAUTHORIZED EXPENDITURES

### A. Gift Cards for Employee Recognition Events

The City may purchase gift cards to be awarded as prizes or incentives during authorized employee recognition and appreciation events.

The total expenditure for gift cards under this provision shall not exceed five hundred dollars ($500.00) per fiscal year, Citywide.

Gift cards shall be used solely for authorized recognition activities and shall not constitute routine compensation, retirement gifts, or cash bonuses.

All gift card purchases and distributions shall be documented and coordinated with Finance to ensure compliance with applicable tax reporting and financial-control requirements.

### B. Prohibited or Unauthorized Expenditures

Unless separately authorized by law or another City policy, City funds shall not be used under this Policy for:

- Cash employee gifts;
- Gift cards except as specifically authorized under this Policy;
- Alcoholic beverages;
- Routine birthday meals, cakes, or gifts;
- Routine monthly or quarterly social meals that do not otherwise qualify as an authorized employee appreciation event or bona fide municipal business expense; or
- Personal gifts unrelated to an authorized recognition program.

Nothing prohibits employees from voluntarily organizing or contributing toward potlucks, celebrations, birthday recognition, holiday activities, or similar employee-funded activities, provided participation or contributions are voluntary.

## 8. BUDGET AND EXPENDITURE CONTROLS

Employee recognition and appreciation expenditures shall be made only from funds appropriated for such purpose in the City's adopted budget.

All expenditures shall comply with City purchasing requirements and shall contain sufficient documentation to identify the applicable recognition program, event, or employee service milestone.

Finance may establish appropriate account codes and documentation procedures to separately identify employee recognition and appreciation expenditures.

The City Administrator may establish reasonable per-event or administrative spending limits within the total amount appropriated by the City Commission.

The City Commission's adoption of this Policy and appropriation of funds for employee recognition and appreciation shall establish authorization for expenditures made in accordance with the provisions of this Policy, subject to applicable purchasing requirements and administrative spending controls.

## 9. NO ENTITLEMENT

Nothing in this Policy creates an employment right or entitlement to an appreciation event, award, retirement gift, meal, or other recognition.

Programs and expenditures remain subject to available appropriations, applicable law, and the discretion of the City.

## 10. ADMINISTRATION

The City Administrator shall be responsible for overall administration of this Policy.

Human Resources shall maintain appropriate records concerning employee service milestones and retirement eligibility.

Finance shall review expenditures for compliance with applicable budgetary, purchasing, and financial-control requirements.

Questions concerning the legality of a proposed expenditure shall be referred to the City Attorney before the expenditure is incurred.

---

**Adopted by Resolution No.: _____**

**Effective Date: _____**

# Proclamation: KLT Foundation

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Kathryn Leigh Thurgaland Foundation Proclamation

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Proclamation

**BACKGROUND:**

Accepting the Proclamation is Jodell Thurgaland and others associated with the foundation.

**RECOMMENDED ACTIONS:**

Mayor Dobkowski will present the proclamation recognizing the Kathryn Leigh Thurgaland Foundation.

**ATTACHMENTS:**

Kathryn Leigh Thurgaland Foundation Proclamation

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Proclamation

**CITY COMMISSION**
**OF THE CITY OF BELLEVIEW, FLORIDA**

***WHEREAS*** the Kathryn Leigh Thurgaland Foundation was established in 2021 by Kathryn's family to honor her memory and carry forward her remarkable love of life, while bringing hope, compassion, and support to others; and

***WHEREAS*** the KLT Foundation is dedicated to supporting families who have experienced the devastating loss of a child by providing meaningful assistance during the earliest and most difficult days of grief; and

***WHEREAS*** the Foundation honors Kathryn's passion for music, art, dancing, and the performing arts through the annual Love of Life Festival, creating an opportunity for the community to celebrate life, cherish memories, and honor loved ones who have passed; and

***WHEREAS,*** through the KLT Memorial Scholarship, the Foundation supports students pursuing an education in the fine arts field who demonstrate the creativity, authenticity, leadership, and passion for life that defined Kathryn's character; and

***WHEREAS,*** through its programs, volunteers, donors, and community partners, the KLT Foundation demonstrates the profound difference that compassion, generosity, and community support can make during times of grief and uncertainty; and

***WHEREAS,*** the City of Belleview recognizes the importance of organizations that strengthen our community by supporting grieving families, encouraging young people to pursue their dreams, celebrating artistic expression, and inspiring others to live with kindness, optimism, and a love of life; and

**NOW, THEREFORE**, I, Christine Dobkowski, Mayor/Commissioner of the City of Belleview on behalf of the Commission of the City of Belleview, recognizes and honors the

**KATHRYN LEIGH THURGALAND FOUNDATION**

for its dedication in carrying Kathryn's legacy forward and making a lasting difference in the lives of families, students, artists, and the community and encourages residents to join in celebrating life, supporting one another, and carrying forward the spirit of compassion and hope.

_____
CHRISTINE DOBKOWSKI
Mayor/Commissioner

ATTEST:

_____
Lezli Merritt
City Clerk

# Proclamation Florida City Government Week

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Florida City Government Week

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Proclamation

**BACKGROUND:**

A week-long annual event when Florida's cities celebrate, showcase, and engage citizens in the work of municipal government. 2026 Florida City Government Week is October 19-25. Florida City Government Week is a time for municipalities to provide and foster civic education, collaboration, volunteerism and more.

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

Florida City Week Proclamation

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Proclamation

**CITY COMMISSION**
**OF THE CITY OF BELLEVIEW, FLORIDA**

***WHEREAS***, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

***WHEREAS***, municipal government provides services and programs that enhance the quality of life for residents, making their city their home; and

***WHEREAS***, city government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

***WHEREAS***, city government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

***WHEREAS***, Florida City Government Week offers an important opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government; and

***WHEREAS***, the Florida League of Cities and its member cities have joined together to teach citizens about municipal government through a variety of activities.

***NOW, THEREFORE, I, CHRISTINE K. DOBKOWSKI,*** Mayor/Commissioner of the City of Belleview, on behalf of the City of Belleview, do hereby proclaim October 19-25, 2026 as

**Florida City Government Week**

In the City of Belleview and encourage all citizens, city government officials and employees to participate in events that recognize and celebrate throughout the State and here in the City of Belleview.

**PROCLAIMED** this 20th Day of October, 2026.

_____
CHRISTINE K. DOBKOWSKI
Mayor/Commissioner

ATTEST:

_____
LEZLI MERRITT
City Clerk

# Unscheduled Audience

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Unscheduled Audience

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Unscheduled Audience

**BACKGROUND:**

Protocol:

1. Please speak clearly, stating your name and address for the record.
2. Each speaker is allowed a maximum of three (3) minutes, unless allotted more time by the Mayor.
3. Citizen comments will be directed to the City Commission and not addressed to a single staff person or the City Attorney, unless so directed by the Mayor.
4. Please give any documents or packets you may have for distribution to the Commission to the City Clerk. If you wish to have them distributed immediately, eight copies will be required.
5. After stating your concern or suggestion to the Commission, please take your seat.

***While we understand the emotional aspect of some topics, we ask that you remain civil and respectful.***

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Community Engagement: Welcome to Belleview Book Concept

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Community Engagement: Welcome to Belleview Book Concept

**PRESENTING PARTY:**

Robert Vass, Community Engagement Liaison

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

Community Engagement would like to explore the creation of a print & online "Welcome to Belleview" book for residents and businesses joining the City of Belleview community. It would include information on:

- Mayor and Commission
- City Administration
- Important contact information
- City services/Water & Sewer/Waste Management, etc.
- City offices/locations
- Events/Activities/Engagement opportunities

**RECOMMENDED ACTIONS:**

Community Engagement is requested permission to create a formal Welcome to Belleview book, print and online format, to be provided to all new residents and businesses within Belleview.

**ATTACHMENTS:**

# Community Engagement: Creation of Belleview Business Milestones Program

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Community Engagement: Creation of Belleview Business Milestones Program

**PRESENTING PARTY:**

Robert Vass, Community Engagement Liaison

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

Program Title: **Belleview Business Milestones**

It would provide eligible businesses located within the City of Belleview an opportunity to request participation by the Mayor and/or members of the City Commission and City administration at qualifying business events. Participation could include attendance, brief remarks, a ceremonial ribbon cutting, presentation of a City certificate, and a photograph for City communications.

The purpose would be to recognize business investment, encourage engagement between the City and its business community, and highlight milestones that contribute to Belleview's continued growth.

Businesses physically located within Belleview city limits could submit a request for events such as:

- Grand openings of new businesses
- Ribbon cuttings following a significant expansion or relocation within Belleview
- Major business anniversaries, such as 10, 20, 25, 50 years or other significant milestones

- Reopenings following substantial renovations or redevelopment
- Major facility expansions or significant new investments
- Groundbreakings for substantial commercial development
- Special events marking an achievement of significant community importance

Routine sales promotions, customer-appreciation events, product launches, political events, private parties, regular open houses, or events whose primary purpose is fundraising would generally not qualify.

Depending on the event, availability and significance of the milestone, the City could offer several levels of participation.

- **City Recognition:** The business receives a congratulatory certificate, letter from the City or mention on social channels.
- **Official Appearance:** The Mayor, a Commissioner, City Administrator or appropriate City representative attends the event.
- **Ceremonial Remarks:** A City representative provides brief remarks recognizing the business and its milestone.

**Ribbon Cutting:** The City participates in or leads a ceremonial ribbon cutting. The City elects would provide the ribbon (branded) and scissors. The business would provide all other materials for the event.

**City Communications:** Qualifying events may be photographed and published on City social media, the City website or other communication channels.

Not every request would automatically receive every component.

An online form would be available through the website. Businesses would submit requests at least 30 days before the event. Community Engagment would review, confirm information, coordinate with everyone, etc.

The form would include info such as:

- Name/Contact info
- Date/Time/Location of event

- Event type/Description of the milestone (Ribbon cutting, reopening, etc.)
- Number of years in business, if applicable
- Information about an expansion or investment if they want it highlighted
- Expected attendance
- Requested City participation (remarks, photo op, etc.)
- Requested speaker (if they have a specific request)
- Requested length of remarks (if applicable)
- Other participating organizations or elected officials (if applicable)
- Media expected to attend (if applicable)

The form will also include that it does not guarantee attendance by the Mayor or Commissioners.

To qualify:

- The business have a physical location inside Belleview city limits.
- The business be properly licensed and in compliance with applicable City requirements.
- The event relate directly to the Belleview location.
- The event be appropriate for official City participation.
- The business submit the request sufficiently in advance.
- There be no outstanding City code enforcement, permitting or licensing issues that would make formal recognition inappropriate.
- The City should reserve the ability to make exceptions when an event has unusual community significance.

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

# Community Engagement: Property Improvement Grant Application

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Community Engagement: Property Improvement Grant Application Presentation: Friends of Belleview Library (2627-01)

**PRESENTING PARTY:**

Robert Vass, Community Engagement Liaison

**ITEM TYPE:**

Presentation

**BACKGROUND:**

Community Engagement is presenting, for consideration, the Property Improvement Grant Application #2627-01, submitted by Friends of Belleview Library.

Located at 6007 SE Earp Road.

Grant request is for $2500 to support the replacement/repair of gutters on the structure. Estimate is $3200, with balance paid by the organization. Current gutters are 20+ years old.

Development Services confirmed:

- There are no outstanding code violations
- There is no pending litigation
- They are exempt from taxes

Annual funding for the program is $10,000. None dispersed to date for 26-27FY.

**RECOMMENDED ACTIONS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

Approve Property Improvement Grant for the Friends of Belleview Library project 2627-01

**ATTACHMENTS:**

Property Grant Application 2627-01 Friends of Belleview Library

**Contact:**
Robert Vass
Community Engagement Liaison
5343 SE Abshier Blvd., Belleview, FL 34420
Email: rvass@belleviewfl.org
Telephone: (352) 245-7021 ext. 2122
Fax: (352) 307-7708

**CITY OF BELLEVIEW**
*"City with Small Town Charm"*

# BEAUTIFY BELLEVIEW:
# PROPERTY IMPROVEMENT GRANT PROGRAM

## PROPERTY INFORMATION

Project Name: Friends of Belleview Library - BOOK NOOK
Project Address: 6007 SE Earp Rd, Belleview, FL 34420
Parcel Number: _____

## APPLICANT INFORMATION

Applicant's Name: Lisa Kreiner, President
Name of person to receive all correspondence if different from applicant:
_____
Applicant's Business Name (if applicable): BOOK NOOK
Type of business: used book store
Applicant's Mailing Address: P.O. BOX 98
City: Belleview State: FL Zip: 34421
Phone number: 440-213-1571 Fax: _____
E-mail address: booklover68@yahoo.com
Applicant is: _____ Property Owner ✓ Business Owner/Tenant
How long has the business been at the current location? _____
When does your current lease expire? no lease

## PROPERTY OWNER INFORMATION

*(if different from applicant)*
Property Owner's Name: _____
Property Owner's Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone number: _____ Fax: _____
E-mail address: _____

## SCOPE OF WORK: (Check all that apply)

- ☐ Vacant building renovation
- ☐ First floor of a front façade
- ☐ Main entryway/door
- ☐ New addition
- ☐ Handicapped accessibility
- ☐ Architectural/design services
- ☐ Signage
- ☐ Completion of an entire front façade
- ☐ Demolition of an existing building
- ☐ Side façade
- ☐ Creation of a new or resurface existing parking lot
- ☐ Rear facade
- ☐ Mural
- ☐ Landscaping (must include trees and shrubs)
- ☐ Removal and replacement of inappropriate or incomplete exterior and restoration of original front façade
- ☑ Other new gutters

**OFFICE USE ONLY**

Receipt#: _____ Fees Rec'd: _____
Received by: _____ Application Date: _____

**PROJECT DESCRIPTION**: Write a short statement describing the proposed project and how it will positively contribute to the Commission's redevelopment efforts and provide a positive impact on the property and the City of Belleview. Would the proposed improvements be made without the assistance of this grant program? If not, please explain. (Use additional sheets as necessary.)

The Book Nook needs new gutters around the entire building. Our current gutters are approximately 20+ years old and have holes in multiple places. This will enhance the appearance as well as protect this historic building. We are a non-profit (501c3) organization that helps to fund programs at the Belleview Public Library, so we really need assistance with the cost of this project.

Anticipated start date: ? Anticipated completion date: ?

Estimated costs of project: $3200.00 Amount of grant funding requested: $2500.00

Do you intend to pursue any State or Federal tax incentives or energy rebates? ☐ Yes ☑ No

If yes, what type? _____

Do you intend on pursuing any other local, State, or Federal funding for your project? ☐ Yes ☑ No

If yes, what type? _____

## GENERAL CONDITIONS

It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances, and other applicable regulations. The applicant will not seek to hold the City of Belleview, and/or its agents, employees, board members, officers and/or directors liable for any property damage, personal injury, or other loss relating in any way to the Property Improvement Grant Program or for supplementing, redrafting, revising, or amending any document (such as an Environmental Impact Report, specific plan, or general plan amendment) if made necessary by said proceeding and if the applicant desires to pursue such approvals and/or clearances, after initiation of the proceeding, which are conditioned on the approval of these documents. If the applicant fails to perform the work approved by the City reserves the right to cancel the grant. The applicant also understands that any work started/completed before the application is approved by the City or designated Committee is done at their own risk, and that such work will jeopardize their grant award. The applicant authorizes the City of Belleview to promote any approved project including but not limited to displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in City of Belleview materials and press releases.

**Minimum Complete Application materials include:**

- A completed application form.
- Color photographs of the existing conditions.
- Accurate scaled drawings of the proposed improvements
- Manufacturer's literature and specifications for windows, doors, etc. Samples of materials may be included or may be requested during the review process.
- Any other documentation necessary to illustrate the visual impact of the proposed project.

By applying with the City of Belleview, the applicant authorizes representatives of the City of Belleview to visit the site under application. All applicants will be notified in writing with notifications of the process status and the approval or denial of their application. Incomplete applications will not be accepted.

**Applicant:**

I, Lisa Kreiner, President, business owner/tenant of the building at 6007 SE Earp Rd, Belleview, FL, have read and understand the terms and conditions of the Property Improvement Grant Program and agree to the general conditions and terms outlined in the application process and guidelines of the façade grant program.

Signature Lisa Kreiner Date 6-18-2026

**STATE OF** Florida **COUNTY OF** Marion

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 18th day of June, 2026, by Lisa Kreiner as business owner / tenant of 6007 SE Earp RD Belleview FL who is personally known to me or who has produced Florida Driver License as identification. F-1420

CHRISTOPHER LUNA
Notary Public - State of Florida
Commission # HH 325724
My Comm. Expires Oct 29, 2026
(Notary Seal)

NOTARY PUBLIC

**Owner Approval for Tenant Applicant**

I, _____, owner of the building at _____, have read and understand the terms and conditions of the Property Improvement Grant Program and agree to the general conditions and terms outlined in the application process and guidelines of the façade grant program. I give my consent to the applicant to go forward with façade improvements on the building as outlined in the Scope of Work section of this application.

Signature _____ Date _____

**STATE OF** _____ **COUNTY OF** _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20___, by _____ as business owner / tenant of _____, who is personally known to me or who has produced _____ as identification.

_____
NOTARY PUBLIC

(Notary Seal)

**For Official Use Only:**

| | |
|---|---|
| Is this tax delinquent property? | Yes / No |
| Is the property in litigation? | Yes / No |
| Is the property in condemnation or receivership? | Yes / No |
| Is the building on the National Register of Historic Places? | Yes / No |
| Are there any existing code violations? | Yes / No |

Verified By / Date:

_____

**COMMITTEE APPROVAL**

This application has been reviewed by the City of Belleview or designated committee. The proposed plans for the building meet the goals and guidelines of the façade grant program, and are
□ **approved** □**not approved** for funding.

Project Points Score: _____

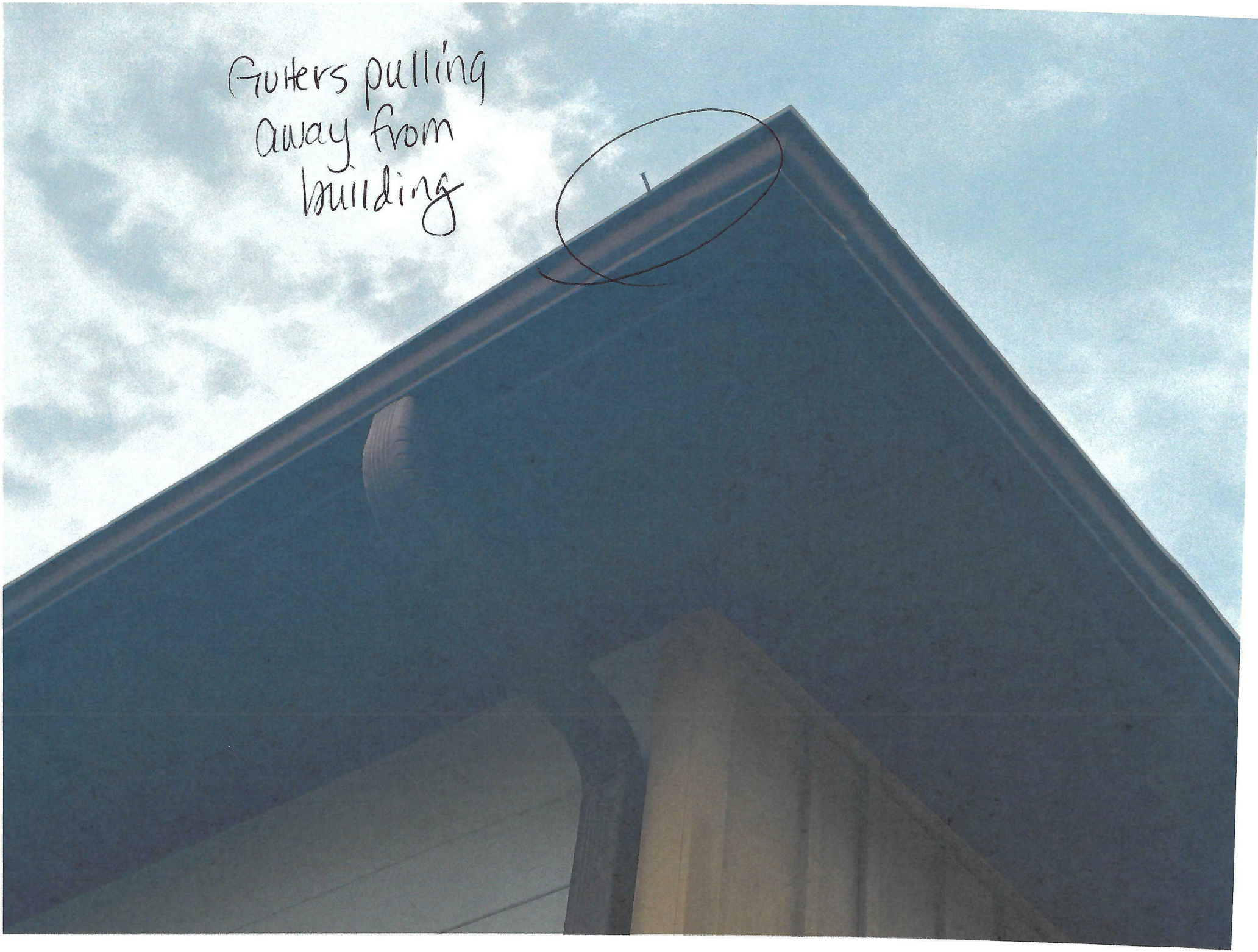
Comments:

_____
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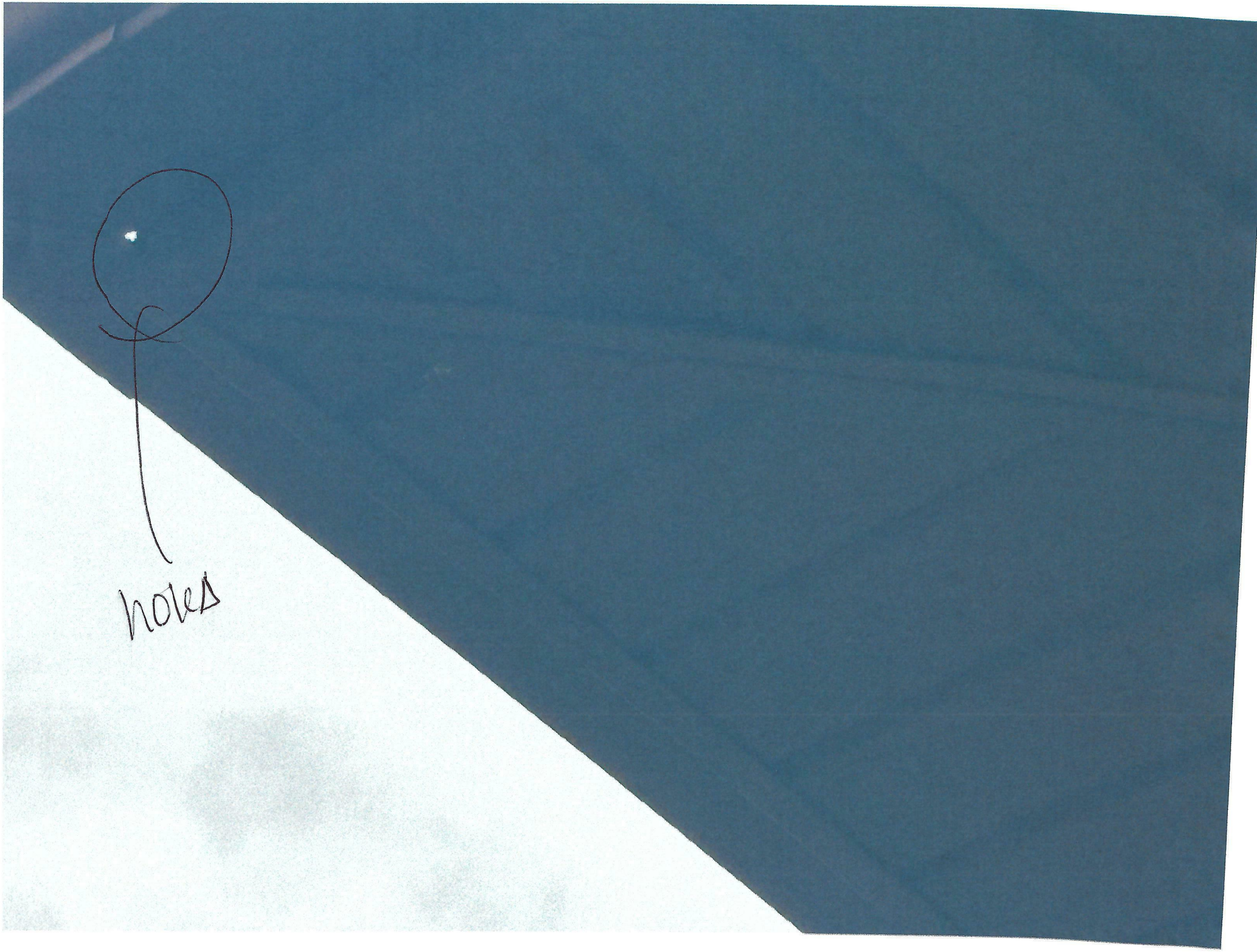
Date _____


No gutters on front.
New ones to be installed.


Holes in gutters


Gutters pulling
away from
building


holes


holes

CUSTOM COLORS
GUTTER GUARDS
REPAIRS

352-653-9566
15835 SE 21st Ave.
Summerfield, FL 34491
SERVICING ALL OF CENTRAL FLORIDA

Commercial & Residential

# CenterState SEAMLESS GUTTERS, LLC

**Date** 02-05-26

**Name** [illegible]

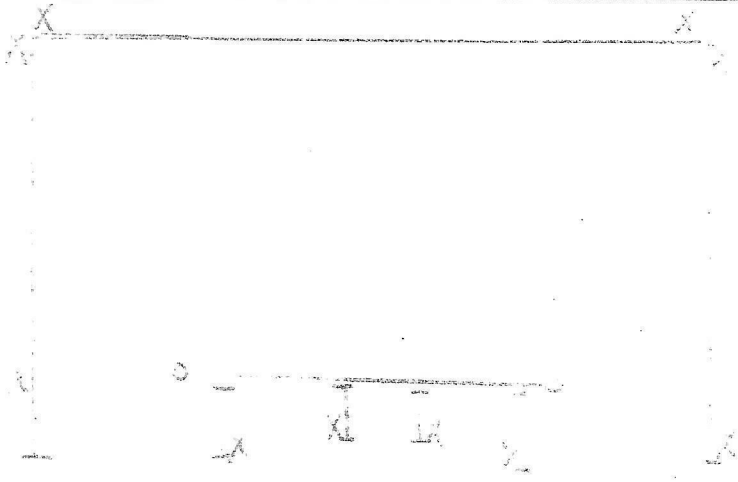
**Address** [illegible] **City** [illegible] **State** [illegible] **Zip** [illegible]

**Phone** [illegible] **Email** _____

**Linear Footage** 275 **Remove Existing** ☑ Yes ☐ No **Angled Fascia** ☐ Yes ☒ No

**Downspouts** 10 **Size** [illegible] **Color** [illegible] **Wedges** ☐ Yes ☒ No

**Leaf Guard** ☐ Yes ☒ No _____ **Eagleview** ☐ Yes ☒ No



**Special Notes/Additions**

_____

_____

_____

_____

_____

**Total** [illegible]

**Deposit** [illegible]

**Balance** [illegible]

All material is guaranteed to be as specified, and the above to be performed in accordance with the drawings and specifications submitted for the above work for 5 years on workmanship and sealers & 20 years on gutters.

**Thank You!**

**Signature** _____

**Signature** _____

# City Clerk: Planning & Zoning Board Appointment

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

City Clerk: Planning & Zoning Board Appointment

**PRESENTING PARTY:**

Lezli Merritt, City Clerk

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

At the October 6, 2026, Commission Meeting, Jeremy Reeves came before the Commission to be appointed as a member of the Planning and Zoning Board. The Oath of Office was performed; however, due an oversight, he was not properly appointed prior to the Oath of Office.

**RECOMMENDED ACTIONS:**

Motion to appoint Jeremy Reeves to the vacant member seat on the Planning and Zoning Board

**ATTACHMENTS:**

# Finance Department: Updates

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Finance Department: Updates

**PRESENTING PARTY:**

Julie Probus, Comptroller

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Public Works: Cross-Connection Control Program Compliance

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Public Works: Cross-Connection Control Program - Back Flow Compliance for Commercial Customers

**PRESENTING PARTY:**

Bob Titterington, Public Works Director

**ITEM TYPE:**

Action Items

**BACKGROUND:**

Public Works reestablished the Cross-Connection Control program in October of 2024. The new Backflow coordinator inventoried existing accounts and established up-to-date annual inspections for all existing backflow assemblies. All new construction was inspected to ensure compliance. The next phase required commercial businesses not in compliance to install a backflow assembly in accordance with the Cross-Connection Control program. Letters were mailed to each customer in February, July and September 2026 with the requirement to install a backflow assembly by October 31, 2026. We mailed out over 300 letters with approximately 50% compliance. Staff is requesting approval to mail out a Notice of Non-Compliance & Intent to Discontinue Service on February 1, 2027, if a backflow assembly is not installed.

**RECOMMENDED ACTIONS:**

Motion to approve staff recommendation for non-compliance of a backflow assembly installation after February 1, 2027, will result in disconnection of commercial service.

**ATTACHMENTS:**

CCC Flow Chart to Water Service Disconnection

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# CITY OF BELLEVIEW

City with Small Town Charm
www.belleviewfl.org

**Public Works**
5525 SE 119th St.
Belleview, FL 34420
Office: 352-245-7021
Fax: 352-307-7708


For Commercial accounts that have not installed the backflow(s) by October 31, 2026:

1. Send a Notice of Non-Compliance & Intent to Discontinue Service
    a. Cross Connection Coordinator will hand deliver letter and obtain a signed receipt of delivery.
    b. Give deadline of **January 31, 2027** (grace period to allow for permitting and holidays).
    c. Water service is discontinued (lock or pull meter) on **February 1, 2027** for those locations that still have not installed.
2. Water service is reinstated when:
    a. A backflow has been permitted and installed and passed inspection & the backflow has been tested by a certified backflow tester and the test report has been sent to the City through the online portal and accepted.
    b. All outstanding balances have been paid to the City.

# Police Department: Updates

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Police Department: Updates

**PRESENTING PARTY:**

Terry Holland, Chief of Police

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Information Technology: Updates

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Information Technology: Updates

**PRESENTING PARTY:**

Kevin Towne, IT Director

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# City Attorney: Updates

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

City Attorney: Updates

**PRESENTING PARTY:**

Fred Landt, Attorney

**ITEM TYPE:**

Other City Business/Department Updates

**BACKGROUND:**

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# City Administrator: Compensation Adjustment Policy

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

City Administrator: Compensation Adjustment Policy

**PRESENTING PARTY:**

Mariah Moody, City Administrator

**ITEM TYPE:**

Action Items

**BACKGROUND:**

The City has developed a Compensation Adjustment Policy to establish consistent guidelines for employee salary adjustments, including promotions, reclassifications, and educational or professional accomplishments. The policy promotes fairness, internal equity, and fiscal responsibility while providing a standardized review and approval process.

**RECOMMENDED ACTIONS:**

Staff recommends approval of the City of Belleview Compensation Adjustment Policy.

**ATTACHMENTS:**

Compensation Adjustment Policy
City of Belleview Accomplishment Based Salary Adjustment Application

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# CITY OF BELLEVIEW

City with Small Town Charm
www.belleviewfl.org

**Administration**
5343 SE Abshier Blvd.
Belleview, FL 34420
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## Compensation Adjustment Policy

### Purpose

The purpose of this policy is to establish consistent and equitable guidelines for employee compensation adjustments, ensuring fairness, transparency, fiscal responsibility, and alignment with organizational goals.

### 1. Cost of Living Adjustment (COLA)

Employees may receive a Commission-approved Cost of Living Adjustment (COLA) as part of the annual budget process. COLA adjustments are not considered structural or accomplishment-based increases.

### 2. Definition of Promotion

A promotion is defined as movement of an employee into a formally established and approved higher classification within the City's pay grade structure.

Promotions may occur through:

1. Competitive selection into a posted position; or
2. Approved reclassification of a position following formal review, including internal advancement based on merit.

All promotions must involve movement to a higher pay grade. Changes in duties that do not result in movement to a higher pay grade do not constitute a promotion.

### 3. Structural Compensation Events

For purposes of this policy, a structural compensation event includes:

- Initial hire compensation package, including any conditional or probationary increase outlined in the conditional offer letter;
- Promotional compensation package, including any probationary increase outlined in the promotion offer; or
- Reclassification adjustments approved through the City's established compensation review or salary evaluation process.

If a probationary increase is included in the original hire or promotional offer, it is considered part of that single structural compensation event and not a separate raise.

Not all promotions will include a probationary increase. Placement within the new pay range will determine whether an additional probationary adjustment is appropriate.

## 4. Competitive Promotions

When an employee applies for and is selected into a higher classified position through the City's competitive hiring process, compensation shall be determined based on placement within the approved pay range for that classification and internal equity considerations.

Such promotional adjustments are considered structural compensation events under this policy.

## 5. Accomplishment-Based Adjustments

Employees may receive no more than one accomplishment-based salary adjustment per fiscal year for:

- Completion of an accredited college degree relevant to the position; or
- Completion of an approved professional certification that exceeds minimum job requirements.

Accomplishment-based adjustments:

- Require approval by the City Administrator;
- Must be job-related and provide operational value to the City;
- Must not exceed the maximum of the assigned pay grade;
- Shall not exceed 5% of salary in any fiscal year;
- Are separate from COLA; and
- Are subject to budget availability.

The percentage or dollar value of an accomplishment-based adjustment shall be determined based on:

- The level of degree or certification;
- The rigor and scope of the credential;
- Relevance to the employee's position;
- Operational value to the City; and
- Internal equity considerations.

Time required to obtain the credential may be considered but shall not be the sole determining factor.

Certifications or licenses that are required as a condition of employment or required within a defined timeframe as part of a job description do not qualify as accomplishment-based adjustments. Those are considered structured job progression requirements.

Completion of multiple accomplishments within the same fiscal year does not entitle an employee to multiple salary adjustments.

Employees must maintain certifications or designations in accordance with the issuing authority's requirements. If a certification or designation is revoked, expires, or is not maintained, the associated salary adjustment may be discontinued.

## 6. Limitation on Stacking of Increases

To ensure internal equity and fiscal stability, employees shall not receive more than one promotional structural compensation event or one accomplishment-based salary adjustment within the same fiscal year, excluding COLA.

Employees who receive a promotional structural compensation event during a fiscal year are not eligible for an accomplishment-based salary adjustment until the following fiscal year.

Structural adjustments associated solely with initial hire, including probationary increases outlined in the conditional offer letter, do not prohibit consideration of an accomplishment-based adjustment within the same fiscal year, provided all other policy requirements are met, and budget availability exists.

**Exception – Competitive Promotion**

Employees who receive a promotion through competitive selection into a higher classification may be considered for an accomplishment-based adjustment within the same fiscal year, provided:

- The accomplishment was not a qualification required for the promotional position;
- The accomplishment provides additional operational value beyond the new role requirements;
- Budget availability exists; and
- Approval is granted by the City Administrator.

## 7. Job Description Revisions and Reclassification

Revisions to a job description do not automatically result in a compensation adjustment.

Reclassification adjustments may be considered only when there is a substantial and material change in the scope, authority, complexity, or supervisory responsibility of the position.

All reclassification requests must:

- Involve movement to an established higher pay grade;
- Be evaluated through the City's formal classification review process;
- Receive approval from the City Administrator; and
- Be supported by documentation demonstrating material change.

Expanded task assignments alone do not constitute grounds for reclassification.

## 8. Multiple Promotions Within a Fiscal Year

In rare circumstances where operational necessity results in an employee being promoted more than once within the same fiscal year, compensation shall be evaluated based on placement within the newly established pay grade and internal equity considerations.

A promotion must involve movement to an existing, formally established, and approved higher pay grade within the City's classification structure.

Multiple promotions within the same fiscal year must reflect substantial and material increases in scope, authority, supervisory responsibility, or complexity and may not be based solely on expanded task assignments.

All promotional actions require City Administrator approval and verification of budget availability.

## 9. Salary Study or Market Adjustment Exception

If a formal salary study, market analysis, or third-party compensation review determines that a position is materially misaligned with market benchmarks or improperly classified, the City Administrator may recommend an adjustment outside the above limitations, subject to budget availability and Commission approval where required.

## 10. Accomplishment-Based Adjustment Application Process

Employees seeking an accomplishment-based salary adjustment must submit the *Accomplishment-Based Salary Adjustment Application* (Attachment A) for review.

The request must include:

- Name of degree or certification;
- Issuing institution or organization;
- Date completed;
- Documentation verifying completion;
- Explanation of relevance to the employee's current position; and
- Description of how the accomplishment benefits the department and City operations.

The Department Director shall review the request and provide a recommendation confirming:

- The credential is relevant to the employee's role;
- The credential supports departmental or organizational objectives; and
- The requested adjustment is appropriate based on the credential and its application to the position.

The City Administrator will review the request for compliance with this policy, internal equity, and budget availability.

Approval of an accomplishment-based adjustment is not automatic and remains at the discretion of the City Administrator.

# CITY OF BELLEVIEW

## ACCOMPLISHMENT-BASED SALARY ADJUSTMENT APPLICATION

Use this form to request consideration of an accomplishment-based salary adjustment under the City of Belleview Compensation Adjustment Policy. Approval is not automatic and is subject to policy requirements, internal equity, budget availability, and City Administrator approval.

### EMPLOYEE INFORMATION

| | |
|---|---|
| **Employee Name** | |
| **Department** | |
| **Job Title** | |

### DEGREE / CERTIFICATION INFORMATION

| | |
|---|---|
| **Degree or Certification** | |
| **Issuing Institution / Organization** | |
| **Date Completed** | |
| **Expiration Date, if applicable** | |

**Relevance to Current Position: Explain how this degree or certification relates to your current job duties and responsibilities.**

_____

_____

**Benefit to the City: Describe how this accomplishment provides additional value to your position, department, or City operations.**

_____

_____

### REQUIRED DOCUMENTATION

☐ Proof of degree/completion ☐ Certification/license documentation, if applicable ☐ Additional supporting documentation, if applicable

### EMPLOYEE CERTIFICATION

I certify that the information provided above is accurate and complete.

| | |
|---|---|
| **Employee Signature** | |
| **Date** | |

### DEPARTMENT DIRECTOR RECOMMENDATION

☐ Recommend Approval ☐ Do Not Recommend Approval Recommended Adjustment: _____ %

**Briefly explain the recommendation, including the relevance, rigor, scope, and operational value of the accomplishment.**

_____

_____

| | |
|---|---|
| **Department Director** | |
| **Signature / Date** | |

### CITY ADMINISTRATOR REVIEW

☐ Approved ☐ Denied Approved Adjustment: _____ % Effective Date: _____

**Comments:**

_____

| | |
|---|---|
| **City Administrator** | |
| **Signature / Date** | |

# Commission Updates

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Commission Updates

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Commission Updates

**BACKGROUND:**

**Updates From:**

- Commissioner Ray Dwyer
- Commissioner Ron Livsey
- Commissioner Michael Goldman
- Commissioner Bo Smith
- Mayor Christine Dobkowski

**RECOMMENDED ACTIONS:**

**ATTACHMENTS:**

The Commission reserves the right to postpone any decision on audience, or walk-in requests until sufficient time has been allowed for review of documentation.

# Mayor Dobkowski: Discussion Regarding City Administrator Responsibilities and Delegation of Authority

**CITY COMMISSION MEETING AGENDA ITEM REPORT**

**DATE OF MEETING:** October 20, 2026

**AGENDA ITEM:**

Mayor Dobkowski: Discussion Regarding City Administrator Responsibilities and Delegation of Authority

**PRESENTING PARTY:**

Mayor Dobkowski

**ITEM TYPE:**

Commission Updates

**BACKGROUND:**

Discussion regarding the City Administrator's current responsibilities, organizational reporting structure, and consideration of formally defining additional administrative authority.

**RECOMMENDED ACTIONS:**

Discussion and Direction

**ATTACHMENTS:**