

## **City of Dunnellon City Council Workshop**

<https://dunnellon.zoom.us/j/97021249488?pwd=MHI1dnBETGpWbVdPS3pVUXArZEJJQT09>

Webinar ID: 970 2124 9488

Date: June 09, 2021

Time: 5:30 p.m.

Place: City Hall, 20750 River Dr., Dunnellon, FL34431

### **Public Comment**

Anyone who wished to provide public comment was able to do so by participating in the City Council meeting in person, 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 [mroberts@dunnellon.org](mailto:mroberts@dunnellon.org)

Members of the public who were interested in participating were encouraged to register in advance by Noon on Wednesday, June 09, 2021.

### **Call to Order and Pledge of Allegiance:**

Mayor White called the meeting to order at approximately 5:38 p.m. and led the Council in the Pledge of Allegiance. He asked if any invitee or volunteer present would like to open with a prayer. Pastor Tom Welch provided the invocation.

### **Roll Call**

The following members answered present at roll call:

Bill White, Mayor, Seat 1

Louise Kenny, Councilwoman, Seat 2

Anita Williams, Councilwoman, Seat 3

Valerie Hanchar, Vice-Mayor, Seat 4

Jan Cubbage, Councilwoman, Seat 5

### **Staff Present**

Mandy Roberts, City Clerk

Jan Smith, Finance Department

Chief Mike McQuaig, Police Department

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Lt. Shane Yox, Police Department

Michelle Leonard, Assistant City Clerk

### **Legal Counsel**

Andrew Hand,

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

### **Proof of Publication**

Ms. Roberts announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, June 02, 2021.

### **Welcome from Mayor White and housekeeping announcements.**

#### **Agenda Item No. 1 – Public Comments**

Juliane Mendonca, 11894 E. Blue Cove Dr., offered her thanks to Troy Slattery and the Public Services team. She said they were attentive and promptly took care of issues reported in Blue Cove.

Lorenzo Monduy, 20077 SW 110<sup>th</sup> St., said he is a local composter. He said he feels composting could help the city and lead to other regenerative practices establishing Dunnellon as a leader in the industry. He said there are grants available to help. Mr. Slattery said he connected Mr. Monduy with Paul Marraffino with hope they could work together to find those grants. Mayor White asked Mr. Monduy to send the Council more information.

#### **Agenda Item No. 2 – Dunnellon Chamber & Business Association Report**

Joanne Black, President of the Dunnellon Chamber & Business Association, said the Chamber volunteers will begin painting the Chamber office with paint and supplies donated by Bio-Clean and Ace Hardware. She said the Chamber applied for a grant to help with painting the exterior and signage. Ms. Black said Southern Pallet will be catering the June mixer and it will be held at Holy Faith Episcopal Church on June 22<sup>nd</sup> at 5:30 p.m. She said along with a variety of events over the next few months, they are bringing back the Dunnellon Duck Race on September 25<sup>th</sup> and the Christmas Parade will be held on December 4<sup>th</sup>.

Ms. Black announced Julie Mancini will step down from her position as Executive Director to pursue personal endeavors. She said the board voted for Jeff Buchko to succeed her. She thanked the Council for being a part of the Chamber for so many years.

#### **Agenda Item No. 3 – Board Reports**

Brenda D'Arville, Planning Commission Chairwoman, said the Planning Commission Board is working on the City's comprehensive plan. She reported a member will be retiring soon creating another vacancy, and they are now in need of two alternates.

Ms. Roberts said there is a need for a Pension Board member and a Historic Preservation Board member. The Planning Commission and Pension Board require their members to be City residents, but Historic Preservation Board does not.

#### **Agenda Item No. 4 – Citizen Involvement, Juliane Mendonca**

Ms. Mendonca said she is following up on an email she sent Monday, May 3<sup>rd</sup> to Council. She would like Council thoughts regarding the involvement of residents in the hiring of vacant positions. Her group, "Protect Our Neighborhoods" (PON), is interested in more City

involvement and they believe some of their members have the skills and experience to be of assistance in this area. She also believes this was the process for the City in the past, and PON would like to bring it back.

Vice-Mayor Hanchar said she does not remember citizens ever being involved in this aspect of City business and feels it would complicate the process by adding another layer to it.

Councilwoman Cabbage asked Attorney Hand to comment about the feasibility of Ms. Mendonca's suggestion. Attorney Hand said if Council would like to create a process for it they can as long as it doesn't violate the Sunshine Law.

**Agenda Item No. 5 – Dunnellon Little League, Walter Green**

Mr. Green said the little league field situation has not improved since he was Mayor and now that the City is in a better financial position, he feels it should help more.

Mr. Slattery said he obtained a quote of \$14,550 from Midstate Electric in April. He said at that time the City agreed to donate \$5,000 to the Little League. He said the volunteers tried to raise the rest, but have only managed to obtain \$3,000 to \$4,000. Mr. Slattery said they are asking the City to contribute the other \$10,000 needed. Mrs. Smith said there is funding available which would cover the expense. There was consensus to add this to the regular meeting agenda.

**Agenda Item No. 6 – Rainbow Springs Art Group Update, Susan Jones**

Ms. Jones said they are trying to make Dunnellon a place where artists can thrive. She said they have three local residents who are in the May and June issues of Ocala Style magazine and two of their artists are featured in vignettes of public broadcasting.

Ms. Jones said they are anxious to obtain access to the storage shed. She said the bannister is installed and they are hopeful the painting of the building is still in the budget. She said they are also hoping the paving of Cedar Street will be completed in time for the March festival.

Ms. Jones said public art adds enormous value to a community identity. She said it needs to be visible and accessible to everyone. She used the painted horses throughout Ocala as an example. She proposes starting with adding artwork to the street corner where the Rainbow Springs Art Group is located.

**Agenda Item No. 7 – Volunteer Program Discussion**

Ms. Roberts said the City of Ocala's volunteer program was shared with her and seemed to fit Dunnellon's needs. She said all volunteers will be required to sign a waiver and in addition, if they are working with children, a background check would be conducted at the City's expense. She said if they are operating major equipment, then a drug test would be required. Ms. Roberts said volunteer applications would be kept on file and Mr. Slattery said all events will be scheduled ahead of time to allow people time to submit an application. Chief McQuaig, said a

local background check could be done at no cost through the Dunnellon Police Department to be sure there are no sexual predators volunteering. There was Council discussion about the high school volunteer applications and some questions were adjusted to make it more suitable to the youth. The Council agreed to add this to the regular meeting agenda.

**Agenda Item No. 8 – Blue Run Park Discussion**

• Weekend Traffic Issues, Vice-Mayor Hanchar

Vice-Mayor Hanchar said she saw the busses backing up onto Pennsylvania Ave. over the weekend. Chief McQuaig said it was addressed and it is the County staff's responsibility to make sure they keep traffic moving efficiently. Chief McQuaig also said it was the first big weekend with new employees and they were working on the system. Mr. Couillard spoke on behalf of the County and confirmed they are in constant communication with the shuttle business.

• Park Rules, Mayor White

Mayor White said according to the Management Plan, there are things the City should have already completed which need to be addressed. He read from the interlocal agreement and explained the City and the County's responsibilities for the park. He then read from the 2008 Management Plan which states the City of Dunnellon, Marion County and the Office of Greenways and Trails were to coordinate a smooth operation of the park, but the City of Dunnellon owns it and has primary management responsibility. Mayor White said a committee was supposed to be formed and an ordinance spelling out the rules and regulations was supposed to be created within one year of the purchase, but neither of these directives had been completed to date. Mayor White said Blue Run Park is designated as an integral part of the statewide trail system and is going to be much more than just a tuber take out. He asked Council to consider fulfilling the Management Plan obligations.

Council discussion followed regarding; park signage, obtaining the County's input on the ordinance, the need for a Community Development Manager to help with the ordinance, Attorney Hand's recommendation to review the 2017 plan audit, Mr. Couillard's suggestion to form the advisory committee, a suggestion of a lottery system or pass for entrance to the river and thoughts of alleviating future congestion.

**Agenda Item No. 9 – City Beach Weather Pavilion, Troy Slattery**

Mr. Slattery presented a conceptual drawing and a revised quote for the pavilion. He said there was an increase of approximately \$1,500, but the new quote added a 2 year labor warranty. Councilwoman Williams noted the beach attendant was sitting under an umbrella upon her recent visit. Discussion followed regarding the building that is going to be installed and the reason for the delays. There was consensus to add this to the consent agenda.

**Agenda Item No. 10 – Florida Wildlife Commission – Boat Ramp Agreement,  
Mayor White**

Mayor White read portions of the agreement details between the State of Florida and the City of Dunnellon. He said even though we own the property and must maintain all aspects of it, the control belongs to the State. He said the agreement does not allow the City to restrict access or charge fees. He also said if the City does not attempt to make any changes now, the contract will renew for another 25 years.

Council discussed whether to talk to the State about altering the contract or terminating the agreement altogether. . They also discussed the number of cars and boats parked there throughout the week and how much revenue might be made if they could put user fees in place. Attorney Hand said there are a number of things to discuss with the State, including gaining an understanding of their position. He also explained if there is a delay in changing the contract due to negotiations and it renews, it doesn't mean it cannot be amended later. Mayor White asked Attorney Hand to reach out to the State. Attorney Hand agreed but stated a member of Council and staff should be on the call. There was consensus to have staff contact Florida Fish and Wildlife and set up a conference call.

**Agenda Item No. 11 – Agreement #AGR2021-16, Justice Assistance Grant Program For Police Department Equipment**

Mrs. Smith said the County has awarded funds through this grant program and they are distributed throughout all the municipalities in Marion County. Mrs. Smith is seeking approval for Mayor White to sign the acceptance letter allowing the Dunnellon Police Department to receive \$5,132 in grant funds. There was consensus to place this on the meeting consent agenda.

**Agenda Item No. 12 – Agreement #AGR2021-06, Kimley-Horn IPO #93 Grant Preparation And Writing Services For The Dunnellon Heights Infrastructure Design And Construction, Jan Smith**

Mrs. Smith said this agreement is for grant writing services to pave the Dunnellon Heights subdivision. She said this is a Community Development Block Grant (CDBG) and the fee would be \$15,000. Mrs. Smith said she feels the fee is reasonable due to the volume of work that goes into the application preparation. She said the amount required to pave 4.5 miles of roadway would be 6.5 million dollars, with no City match. Mr. Slattery asked Council for support because grants of this size do not come along often. There was consensus to add this to the meeting consent agenda.

**Agenda Item No. 13 – Agreement #AGR2021-05, Kimley-Horn IPO #92 Grant Preparation And Writing Services For The Dunnellon Police Station, Jan Smith**

Ms. Smith said this is also a CDBG grant program and falls under critical facility hardening. This program is estimated to be open between the middle of June to September, which gives the City time to gather better budget information. She said the funds if awarded would fully rehabilitate the former Souls Harbor Church for the Police Department with no City match required. She said this grant is also \$15,000 to prepare and the funds would come from the City's unrestricted general fund.

Council discussion included; the cost involved in retrofitting the building, where the prior financial estimates came from, a grant Ken Odom mentioned at a previous meeting the City should apply for to harden City Hall, whether or not Mr. Odom would assist with writing that grant, whether or not the grant application would be accepted based on the usage of funds, unreceived estimates for the cost of retrofitting both the church and the current police station and the need to make a decision about the church property. There was consensus to add this to the regular agenda.

**Agenda Item No. 14 – RFQ2021-01 Architectural Services For Dunnellon Police Department**

Ms. Roberts said the Partin Architecture proposal is \$39,000 which includes drawing the plans and providing the cost to retrofit the Souls Harbor Church. Council discussion included the need for a new building, the current building having limited space and the need to know what the FEMA grant would cost before it can be discussed further. There was consensus to add this item to the regular meeting agenda.

**Walk On – AGR2021-19**

Chief McQuaig said this Walk-On is regarding the annual Memorandum of Understanding (MOU) with the Florida Department of Children and Families. He said it simply requires signatures allowing the Police Department to enter into the agreement. There was consensus to add this item to the meeting consent agenda.

**Agenda Item No. 15 – Council Comments**

Mr. Slattery said he recalls Ken Metcalf making a statement during his presentation about his filing an application for a DEO Technical Assistance grant. He said he recalled Mr. Metcalf saying they don't typically give two of those to the same city in the same year and because we just applied for another DEO grant there might be a conflict. Mr. Slattery said he will find out more before the Monday meeting.

Vice-Mayor Hanchar said she will not be able to attend the July 12th meeting and asked her fellow Council for approval to attend remotely to participate in the vote for the certification of the City's taxable value. Attorney Hand said the AG's (Attorney General) opinion is, if it is due to extenuating circumstance or illness, then a Council member would be allowed to do this. However, it is only an AG opinion and it ultimately is up to Council. There was consensus to add this to the meeting consent agenda.

Mayor White gave a brief update on several topics. First, he said he is planning to go to Tallahassee Friday to speak to the Florida Forever Panel regarding Nine Island Cove. He then presented a series of photos including; people standing at Blue Run Park in the rain, trail markers going in at Blue Run Park, US41 excavation where the bike trail will pass under the road, City beach picnic area (and said three picnic tables were not enough) and the ball field's playground equipment which had caught fire and part of it was destroyed. Finally, he suggested an open house for the former Souls Harbor Church so residents can see it.

**Agenda Item No. 16 – City Clerk Comments**

Ms. Roberts asked Mrs. Smith to distribute the budget calendar and asked Council to let her know if there were any conflicts with the meetings as scheduled.

**Agenda Item No. 17 – City Attorney Comments**

Attorney Hand read the Planning Commission qualification rules for new members. He said a minimum of three members and one alternate shall be a resident of the City. He said non-resident owners must have owned property or a business within the City for 3 years prior to being eligible for the appointment. He also said he has been keeping track of House Bill 403, and the governor has not signed it yet.

**Agenda Item No. 18 – Public Comments**

Dave Porter, 11835 E. Blue Cove Dr., said he would like to see an ad hoc committee put together to give the Council something to review regarding Blue Run Park. He said tonight Council established a need for an ordinance and a need to control the flow of people on the river. Mayor White said it is ok for Mr. Porter to put together his own committee.

Tom Welch, PO Box 143, said he liked the community center suggestion as currently we have nothing. He commented without the solid information, which the \$39,000 would provide, the Council cannot make an educated decision about the former Souls Harbor Church. He said if the information received from the architect is unacceptable, the City could sell the building and get its money back.

Juliane Mendonca, 11894 E. Blue Cove Dr., suggested shorter more frequent meetings.

The meeting was adjourned at approximately 9:20 p.m.

Attest:

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Penned Signature of  
Amanda Roberts, CMC  
City Clerk

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Penned Signature of  
William P. White, Mayor