

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

<https://dunnellon.zoom.us/j/88681678107?pwd=ZGFCa29WRVBwMDJoanA4diltMUlZQT09>

Webinar ID: 886 8167 8107

Date: October 06, 2021

Time: 5:30 p.m.

Place: City Hall

20750 River Dr., Dunnellon, FL 34431

**Public Comment**

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

Members of the public who wished to participate were encouraged to register in advance by Noon on Wednesday, October 06, 2021.

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

Mayor White called the meeting to order at approximately 5:35 p.m. and led the Council in the Pledge of Allegiance. He asked if any invitee or volunteer was present to open with prayer. Pastor Tom Welch provided the invocation.

**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 Odom, City Clerk

Jan Smith, Finance Officer

Chief Mike McQuaig, Police Department

Troy Slattery, Public Works Manager

Julie Danowski, Records Clerk

Lieutenant Shane Yox, Police Department

Georgina Cid, Community Development Manager

**Legal Counsel**

Andrew Hand,

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

### **Proof of Publication**

Mrs. Odom announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Wednesday, September 29, 2021.

Mayor White welcomed everyone and covered public and Council meeting etiquette.

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

Burt Eno, 9220 SW 193<sup>rd</sup> Circle, referred to Agenda Item #9 and the letter attached to it indicating the Multi-Modal Project is two projects. He stated in the past it was indicated to the TPO that the bridge and pathway are two separate projects, but the R.R.C. was able to recombine them into the original single project. He would like to see the letter adjusted to state it is one project rather than two.

Pastor Fred Oaks, no address provided, spoke regarding Agenda Item #17 stating he is very interested in purchasing the building being surplusd at 11808 N. Ohio St. He spoke about the work he and Faith Temple Worldwide Ministries have accomplished in the past 7 years. He shared they are eager to move from their current facility due to difficulties with being located next to Aldi Supermarket and feels the property would be perfect for them.

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

Judy Terwilliger, the new Director, presented the monthly update. She stated they have five new members and four new volunteers this month. She expressed her thanks to Ace Hardware, Sherwin Williams and Bio-Clean for donating supplies for their building renovations. Ms. Terwilliger provided details of the following list of upcoming events:

- 10/12/21: Chamber board meeting
- 10/15/21: Octoberfest, 5:00 p.m. – 7:00 p.m. at Holy Faith Church
- 10/16/21: Two Rivers Music Festival and Food Truck Rally, 5:00 p.m. – 10:00 p.m. on East Pennsylvania and Bostick St.
- 10/20/21: Business After Hours, 5:30 p.m. at Rainbow Springs Art Co-op
- 10/26/21: Networking Dinner, 5:30 p.m. at the Holy Faith Episcopal Church and catered by Sweeties Café
- 10/29/21: Whistle Stop Café, at the Dunnellon Historical Society Train Depot
- 11/06/21: 1<sup>st</sup> Saturday Market, Ernie Mills Park
- 11/17/21: Business After Hours, 5:30 p.m. at Fish Hawk Spirits
- 12/03/21: Building renovation and painting, tentatively scheduled. Volunteers needed.
- 12/06/21: Dunnellon Christmas Parade

**Agenda Item No. 3 – Board Reports**

Brenda D’Arville, 11661 Camp Dr., expressed her appreciation to the staff and offered her welcome to the new Community Development Manager, Georgina Cid. She stated the Planning Commission still has two vacancies and would like to have those filled.

Mayor White asked Attorney Hand if volunteers must live in the City to be on the Planning Commission. Attorney Hand stated there needs to be a minimum of 3 members who are residents. He read the following into the record:

“This Commission consists of five (5) members, (2) alternate members serving a three (3) year term. A minimum of three members and one alternate shall be residents of the City. A maximum of two members and one alternate may be non-resident property owners and/or non-resident business owners. Non-resident property owners and/or non-resident business owners must have owned property and/or owned a business within the City for three years prior to being eligible for said appointment.”

Mayor White said this is a good time for someone to get involved on the Planning Commission as Dunnellon is growing.

Councilwoman Cabbage spoke on behalf of the Historic Preservation Board and stated they are trying to increase interest in the City of Dunnellon Historic Preservation façade and exterior grant. She said the exterior improvement grant now allows landscaping on a case-by-case basis. She stated everyone is eligible to apply and she would like to see it advertised in the Riverland News.

Vice-Mayor Hanchar stated they cannot make any changes to funding. Mrs. Smith stated they can make recommendations and staff can bring it before Council for approval. Mrs. Smith stated she and Mrs. Odom will bring these recommendations forward in November.

Teresa Malmberg, 20750 River Dr., stated Councilwoman Cabbage is trying to bring to the Council information that the Historic Board reviewed the Historic Grant Policy line by line. She said they have made strike out and underline changes to the policy, which is to be presented during the CRA board meeting.

**Agenda Item No. 4 – Presentation – Florida Paddling Trail Association / Blue Ways Community Program, Dorsey DeMaster**

Dorsey DeMaster, 8206 N. Dandelion Way, is the President of the Florida Paddling Trails Association. She stated there is an opportunity for the City of Dunnellon to become a Blueways Community. She provided a brief background of what the FPTA is all about. She said they work under the Office of Greenways and Trails and they help to maintain and improve the Circumnavigational Salt Water Paddling Trail. There is a volunteer group of trail

keepers that help maintain the paddling trail, including camp sites. She shared one of the perks of volunteering is visiting beautiful places. She stated their association helps to develop and maintain additional water trails and there are over 4,000 miles of paddling trails documented on their website. She asserted they protect the environment along the trails by teaching paddlers what to look for within the environment. She said they promote paddling safety and education by holding paddling events in cities. Ms. DeMaster stated they serve as a resource for paddlers by offering a great website and newsletter. She then listed the benefits of becoming a Blueways Community which included helping the City obtain grants. She provided information on how to sign up.

Mayor White asked Councilwoman Cabbage to follow up on this and she agreed. Councilwoman Cabbage stated they will be linked with the new website. Vice-Mayor Hanchar asked about t-shirts and Ms. DeMaster said they can be purchased via their website. She stated all the proceeds go to the legacy fund that teaches kids how to paddle.

**Agenda Item No. 5 – Presentation – Rainbow Springs State Park 2021 Draft Unit Management Plan – Park Manager, Larry Steed**

Larry Steed, 19158 SW 81st Place Rd., said he is the manager for Rainbow Springs State Park and there will be a public meeting on October 20<sup>th</sup> from 8:00 a.m. to 11:00 a.m. at the Dogwood pavilion. He said attendees will be able to meet and speak with park planners. He said the regular meeting will be 5:30 p.m. to 7:30 p.m. virtually through [Floridastateparks.org](http://Floridastateparks.org) where all the information can be obtained.

Vice-Mayor Hanchar asked about the Christmas Over the Rainbow event. Mr. Steed stated due to health concerns they have decided not to hold it this year. Mayor White inquired about when the long leaf pines are to be planted. Mr. Steed said they want to do a burn and then plant before the end of the year. Councilwoman Cabbage asked if an RSVP is required to attend the management meeting. He responded it would be good to do so.

**Agenda Item No. 6 – Presentation – Recreation Impact on The Rainbow River – Bill Vibbert**

Bill Vibbert, 9552 SW 192<sup>nd</sup> Ct. Rd., stated most of the focus for Florida springs is regarding nutrients and springs management doesn't get a lot of attention. He shared information about issues at Weeki Wachee River as an example of an aquatic community being virtually destroyed by recreational activities. He asserted the parks are taking a beating from all the recreation. He showed a video containing a long line of tubers on the Rainbow River and a boat trying to get through the massive quantity of tubes. He said when there are too many tubes or kayakers the boats have no choice but to run aground and the tubers don't realize they are causing the clumped, floating grass. He said commercial dive boats offer training classes and they are actually standing on the river bed. He provided photos of fish, birds and turtles impacted negatively by the recreation. Mr. Vibbert stated Rainbow River has been the most studied river in Florida, but little by way of management planning. He said in order to

maintain an aquatic system you have to maintain the animals. In closing, he provided a list of 10 recommendations for a better visitor experience.

Councilwoman Cabbage stated a swim study was done in November of 2015. She said water quality, flow and ecology concerns are directly related to human interaction on the river. She spoke about the grass and plants and how they are uprooted when anchors or feet dislodge them. She spoke about the animals and aquatic life that depend on the grass and plants.

Mayor White said it was a great presentation and he doesn't know how much longer the Rainbow River can hang on with all the activity.

**Agenda Item No. 7 – Letter Of Support Request – Phil Wiechmann, Vitas Healthcare (Hospice Care In Dunnellon)**

Mike Smith, 148 Abbots Way, St. Augustine, said the State of Florida has opened up a certificate for another hospice. He said Vitas is in 14 other states and has served over 90,000 patients. He stated they are leaders in end-of-life care, with over 40 years' experience. He asserted their core value is patients and families come first and he shared their core services. He listed the number of people cared for and the number of staff presently in the State of Florida. He listed the company partners and local support examples.

He spoke about their Covid 19 response, education and their proprietary temperature screen App. Mr. Smith spoke about hurricane preparedness, goals of care, hospice eligibility, benefits of Medicare Hospice, the four levels of hospice care, end-of-life symptoms, bereavement, on-site diagnosis and hospice facts vs myths.

Mrs. Odom invited Mr. Smith to share why they need the letter of support from Council.

Dan Viara, 1145 Bluebonnet Terrace, Inverness, stated since another certificate was opened by the State, Dunnellon is going to get another hospice but the City may choose their hospice partner. He said there are six others out there and the letter states who you want to come into your community. Council agreed to add this topic to the consent agenda.

**Agenda Item No. 8 – Letter Of Support Request – Kerry Irons, Adventure Cycling Association (US Bicycle Route 15 Through Dunnellon)**

Kerry Irons participated via Zoom, and spoke about building a bicycle route system. He presented a slide show and discussed details of the various slides. He stated the organization is a non-profit and their mission is to inspire, empower and connect people to travel by bike. He provided a timeline of the U.S. Bicycle Route System, which began in 1982. He stated there will be 50,000+ miles of bicycle routes when complete. He spoke about the three bicycle trails under development in Florida, but specifically about U.S. Bicycle Route 15. He stated this route travels from Georgia to Madison, Florida and is proposed to extend to Miami adding an

additional 496 miles. Mr. Irons said the reason he comes to us today is because FDOT requires local cities to show support and this route will run through Dunnellon. He stated local agencies have the final say on the route. He is asking Council to tell FDOT they are in support of putting this trail on the national map.

Vice-Mayor Hanchar asked if the City could add to it with our current bike trail. Mr. Irons stated every six months the route can be updated.

Mayor White asked Mrs. Odom to prepare a draft letter to FDOT and stated they also need approval from TPO.

Council agreed to add this topic to the consent agenda.

**Agenda Item No. 9 – Letter Of Support Request – Marion County Legislative Appropriation Request For Dunnellon Trail Project**

Mrs. Odom stated this was a request made by Mr. Couillard, who provided Mrs. Odom with a letter the County received from Rainbow River Conservation. She drafted a letter of support as requested and stated it is the letter Mr. Marraffino referred to regarding the number of projects for the Multi-Modal Trail. She assured Council it could easily be adjusted. Council agreed to add this letter to the consent agenda.

**Agenda Item No. 10 – Two Rivers Music Festival 2021 Request For Alcohol Waiver**

Mayor White provided a history of the festival and said they have always allowed beer on the street for this event. Council agreed to add this to the consent agenda.

**Agenda Item No. 11 – Council Discussion – Dunnellon Chamber And Business Association Request For Assistance With Tourism Website**

Mayor White stated the request was made for \$2,000. He stated Attorney Hand said it would be appropriate because it would benefit the City. Attorney Hand said there is a caveat in which it needs to be for a specific, public purpose. He stated in this case it is to be used for tourism, to benefit the health, safety and welfare of Dunnellon citizens. In response to Councilwoman Cabbage's question, Mrs. Smith stated an invoice was presented but was not accepted because it hadn't gone before council yet. Mayor White asked for this topic to be placed on the regular agenda.

**Agenda Item No. 12 – Council Discussion - Fencing Retention Area On CR484**

Mayor White stated the area in question was an old park. Mrs. Odom found documents from the 1950's showing this and said it appears the property is owned by the City. She displayed a map of the property in question. Mrs. Odom stated on the property appraiser's website, it indicates the owner is Rainbow River Acres' Park and not the City of Dunnellon. However, she said, the historical documents referenced and the Ordinance made it clear it was owned by

the City. Mrs. Odom said Ms. Cid reached out to the planner for possible changes in zoning or land use. Ms. Cid said it was considered a water retention zone and it is ok to fence. Councilwoman Williams said the alligator there made her walk on the other side of the street. Mr. Slattery stated he will put effort into getting the fence installed, however a portion of that property is still considered to be a public park. He said, therefore, he could not fence that part. Vice-Mayor Hanchar asked if there was deeded access and asked if Attorney Hand could do a title search. Mrs. Odom stated the ownership of this property has been brought up before and said obtaining the title search would end the confusion. Discussion followed regarding how to obtain a title search and through whom. Mayor White stated it makes sense to know what we own, especially in that area. Council directed staff to go through the attorney's office and perform a title search.

#### **Agenda Item No. 13 – Council Discussion – CRA Advisory Board**

Mayor White stated there used to be a CRA Advisory Board, but due to a lack of participation it was phased out. He said to bring it back, an Ordinance would need to be created. Attorney Hand clarified, the language in the old Ordinance would be sufficient with some minor adjustments. Mayor White stated we have the CRA for at least 18 more years. He said the current rate, is around \$325,000 per year. He stated the total equates to approximately five million dollars, without anyone other than Council deciding what to do with it. He would like to have objectives for the funds and a three-to-five-year plan. Mrs. Smith said staff could collaborate with Ms. Cid and utilizing the economic study as a guide, could bring forward ideas to the CRA board. She stated they could start with a discussion of projects to see what Ms. Cid's ideas are and it would tie in with the 5-year capital plan. Vice-Mayor Hanchar noted that Rick Hancock asked for the projects to be color coded and Council has had three- and five-year plans in the past.

#### **Agenda Item No. 14 – Council Discussion – US 41 Pedestrian Crosswalk**

Mayor White provided a history of the US 41 Pedestrian Crosswalk issues, dangers and close calls. He explained the problem with the original plan created by FDOT to relocate the crosswalk was a shortage of left turn lanes. He said the state modified the plan for the business owners, but the businesses weren't happy with the new plan either. Mr. Slattery said he met on site with FDOT and they took into consideration the requests of the business owners. He stated the latest plan appears to accommodate the business owners and he will reach out to the State next week to obtain status.

#### **Agenda Item No. 15 – Council Discussion – Modular Buildings**

Mayor White shared he, Mr. Slattery and Chief McQuaig took a tour of a modular building and learned much about them. He stated he has been in contact with another modular builder for a comparison study.

Chief McQuaig provided slides showing the Powell Rd property and stated the property contains two lots, each  $\frac{3}{4}$  of an acre, totaling 1.5 acres and is an ideal location. He also provided pricing details for Vesta Modular, Community Builders, Fagan Construction and Avon Modular. He stated Avon Modular impressed he and Mr. Slattery. He said the building comes with a concrete foundation, metal frame, concrete floor, metal siding and metal roof. He commented they are very well put together with a price of \$755,000 and could be completed by April. Chief McQuaig thanked Councilwoman Cubbage for initially suggesting modular buildings.

Vice-Mayor Hanchar brought up the cost and confirmed what Chief McQuaig said about what is and isn't included. She asked him about carpeting, painting and windows. Chief McQuaig stated everything is included, per the builders. He also said the builders would build a frame and move the bullet proof glass from the current building.

Vice-Mayor Hanchar asked Allen and Todd (*no last name provided*) with Avon Modular if they have ever built a police department. Allen replied, yes, they have built a similar one in Mulberry and several in Lakeland. He stated they call it component construction rather than modular and they have a two plan inspection process.

Mayor White reminded everyone the other projects also didn't include parking. He said pricing is approximately the same for all possibilities, but what makes this attractive is the speed with which it can be ready. Allen stated the supply chain is currently slow due to Covid, but these buildings are completed 50% faster than other construction. Mayor White inserted the timeline would be completed approximately March or April with a price guarantee. Todd stepped forward and stated he could guarantee having the building up in 90 days.

Attorney Hand stated this is a public construction project and it will need to go out for bid to comply with state statutes. Mayor White expressed concern over being locked into the lowest bid, with it not necessarily being what is best for the police department. Attorney Hand said they would be required to accept the lowest reasonable bid, but usually some level of discretion is allowed.

Councilwoman Kenny said it sounds like it would be great, but she didn't recall discussing the location. She stated she still objects to it being in the Historic District and would like to see it on a commercial corridor. She claimed there is property available on US 41. Mayor White invited her to present those properties to council. Councilwoman Kenny spoke about the current police station that could be demolished to make room for the new building. She also suggested property behind the fire station.

Councilwoman Cubbage stated the current property, being only .29 acres, is not large enough. She shared one of the two properties for sale on US 41 is low ground and the other one is less

than an acre with an asking price of \$298,000. She stated it was a great deal more expensive than \$140,000 for the proposed lots on Powell Road. More discussion followed regarding location.

Mayor White stated if it isn't addressed at the next meeting it will be delayed another 30 days. Vice-Mayor Hanchar reminded everyone about the former Souls Harbor Church. She stated we own that building right now, have \$365,000 to start getting bids for its retrofit, have the engineer plans coming in under a million dollars and the police can be in that building by April or May at the latest. Discussion followed regarding USDA grants and requirements, as well as history about the former Souls Harbor Church purchase and reasons Council agreed to sell it.

Mayor White suggested a Special Council Workshop to discuss further. Councilwoman Cabbage stated she would like it added to the Monday meeting agenda. Chief McQuaig suggested we allow the Powell's to put their property on the market.

Mayor White said he likes that the modular building is new, it can be built quickly, designed exactly the way the police need it and the location is perfect. Vice-Mayor Hanchar reminded everyone the zoning could take two months. She stated it has to go to Planning and then back to Council. She stated any property that is not commercial would have to go through the two-month process and the seller would have to take their property off the market for that time period. She stated it would be the first of the year before it closed. Chief McQuaig stated he is okay with the two-month wait.

Mrs. Odom asked Attorney Hand what the City would have to do to start the re-zoning process. Attorney Hand stated the same as the former Souls Harbor Church. Council would have to direct staff to prepare an Ordinance after receiving a contract. Councilwoman Cabbage inserted the Historic Preservation Board was not interested in the first site but were okay with the second site. Mayor White asked for this topic discussion to be continued at the Monday meeting.

Mayor White called for a 5-minute break and the meeting resumed at 8:20 PM.

**Agenda Item No. 16 – Presentation – Park N Charge Initiative – Councilwoman Cabbage And Troy Slattery, Public Works Director**

Councilwoman Cabbage passed out a brochure and said two weeks ago she saw a grant offering which is open until December. She stated there is a push toward electric powered vehicles and even the Ford Motor Company is building an 11-million-dollar plant in Tennessee to make electric vehicles. She stated Duke Energy is interested in promoting charging stations in Florida and the Florida Legislature approved 8-million-dollars for a "park n plug" pilot program.

Councilwoman Cabbage asserted there are benefits of having the charging stations in Dunnellon. She said it would take a minimum of 20 minutes to charge a car and that 20 minutes would encourage people to walk around our town shopping and eating while they wait. She stated Crystal River and Inverness have already installed them.

Mr. Slattery provided photos and said every public parking lot has the capability to add these charging stations. He stated there are a row of spaces available at the art gallery, the last two parking spots at City Hall already have electric, Datesman Park has spaces in its overflow parking and Ernie Mills Park can set meters next to the red brick. Mr. Slattery said he supports the project 100%.

Vice-Mayor Hanchar suggested other locations such as Ohio Street, Blue Run Park and Short Tower Way. Discussion followed regarding those locations and Mr. Slattery reminded everyone only electric vehicles in the process of charging their cars could park in these spaces. Councilwoman Cabbage stated the representative will be Dorothy Pernu and she will contact us. Mayor White assigned Jan Smith to work with Ms. Pernu, as they are familiar with each other. Mr. Slattery stated he and Mrs. Smith can work together on the grant process. Council consented to direct staff to look into the project possibility.

**Agenda Item No. 17 – Process For Declaring City Owned Property As Surplus And Disposal Of Same, Located In The CRA District At 11808 North Ohio Street, Pursuant To Florida Statute 163.380**

Mayor White recapped the last meeting and stated Council voted four to one to put the former Souls Harbor Church on the market, while rejecting the option of retaining one of the lots. Ms. Cid stated this is the first step to adopt Resolution #RES2021-17 and for staff authorization to advertise. She said staff can advertise tomorrow if Council consent is given. Ms. Cid suggested trying to sell the property without an agent to avoid sales commissions. She said if we don't receive a valid offer, then we can relist with an agent. Council consented to add to the regular agenda.

**Agenda Item No. 18 – Credit Card Processing Fee – Finance Officer, Jan Smith**

Mrs. Smith stated this is a concept to recapture expenses created from credit card processing. She said other agencies charge fees for credit card usage and believes a 3.2% fee here should cover most of the costs incurred. She plans to analyze it on an annual basis. Mayor White said it seems straight forward. Mrs. Odom stated staff will come back with a fee Resolution next month.

**Agenda Item No. 19 – Road Grading, Dunnellon Heights – Troy Slattery, Public Works Manager (Amended Agenda To Add)**

Mr. Slattery stated Rock and Roll Pavers provided a grading quote with extra lime rock that is \$1,000 more than the last quote coming in at \$7,130 for road grading. He said it is in the

budget and he needs approval by Council. He said there are 8 roads covering 4.5 miles needing to be graded. Council agreed to add this to the consent agenda.

**Walk on –**

Ms. Cid stated she and Mrs. Rehberg require Munis training, as the software is new to both of them. She is asking Council to authorize staff to reserve \$6,520, which would include 40 hours of training. She stated it isn't paid for until it is used, but it needs to be reserved because it is not a budgeted item. Council agreed to add this to the consent agenda.

**Agenda Item No. 20 – Council Comments**

Vice-Mayor Hanchar reminded everyone it is breast cancer awareness month. She suggested staff have a wear pink one day and would love to see the City support it.

**Agenda Item No. 21 – Department Head Comments**

Ms. Cid stated Mr. Collop, Mr. Shirley and Mr. Pierpont will be making a presentation of their proposed RV development at the November workshop. She said the state coordinator for the Main Street Project will be on Monday's agenda to briefly share what this project entails.

Mr. Slattery said Riverview has a broken storm drain pipe and a contractor will be coming tomorrow to repair. He stated the fee will be \$5,130 and he will need approval from Council. Council agreed to add this item to the consent agenda. Mr. Slattery stated the Ohio and Cedar Streets' project is going out to bid next week and final questions need to be in by November. He said the US 41 widening project is still conceptual, but is progressing and scheduled to begin in 2023.

**Agenda Item No. 22 – City Attorney Comments**

Attorney Hand had no comments.

**Agenda Item No. 23 – Public Comments**

There were no further public comments.

The meeting was adjourned at approximately 8:57 p.m.

Attest:

\_\_\_\_\_  
Penned Signature of:  
Amanda Odom, CMC  
City Clerk

\_\_\_\_\_  
Penned Signature of:  
William P. White, Mayor