

## **City of Dunnellon Council Workshop**

Date: March 04, 2020  
Time: 5:30 p.m.  
Place: City Hall  
20750 River Dr., Dunnellon, FL34431

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

Mayor Burns called the meeting to order at approximately 5:32 p.m. and led the Council in the Pledge of Allegiance. He asked if any invitee or volunteer was present to open with prayer. Marilyn Welch provided the invocation.

### **Roll Call**

The following members answered present at roll call:

Dale Burns, Mayor, Seat 1  
Bill White, Councilman, Seat 2  
Anita Williams, Councilwoman, Seat 3, arrived at 6:00 p.m.  
Valerie Hanchar, Vice-Mayor, Seat 4  
Linda Fernandez, Councilwoman, Absent

### **Staff Present**

Dawn Bowne, City Administrator  
Mandy Roberts, City Clerk  
Chief Mike McQuaig, Police Department  
Lonnie Smith, Community Development  
Troy Slattery, Public Works Manager  
Loretta Barton, Clerks Department

### **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, February 26, 2020.

### **Agenda Item Number 1 – Board Reports**

There were none.

### **Agenda Item Number 2 – Dunnellon Chamber and Business Association Report- Julie Mancini**

Julie Mancini, Director, provided her report on the upcoming events. The next board meeting will be held on March 12<sup>th</sup>.

**Boomtown Day April 18, 2020 9:00 a.m. to 5:00 p.m. – Alcohol Waiver**

Council's agreed to place this item on the consent agenda.

**Agenda Item Number 3 – Update-Jim Couillard, Director Marion County Parks & Recreation**

Mr. Couillard provided an update on the Blue Run Park restroom project. He explained they currently have approval from the water management district and a development order from the City of Dunnellon. Utility plans are being finalized between Marion County and FGUA and there are set to make an application with FGUA next week. He said they are ready to go out to bid as soon as everything is wrapped up with FGUA.

Councilman White asked Mr. Couillard to describe what the plan would be if the construction starts during peak season. Mr. Couillard explained they would be working closely with the contractor and making sure they are not working holidays or weekends.

Mr. Couillard went on to provide an update on Rainbow River operations. He explained they have been working with Chief McQuaig and Mrs. Bowne on a set of short term goals to achieve before the beginning of the tubing season. The goals are as follows:

Goals:

1. Number of and timing of shuttles picking up customers.
2. Stacking of tubes and the condition in creates.
3. Increase park staffing
4. Shuttle buses to have video or broadcast in place to explain the rules of the river.

Mr. Couillard provided a list of objectives from the County for improving operation and guest experiences.

Mayor Burns asked that Council be kept updated on the progress. Mr. Couillard agreed he would come back on a routine base and report on numbers and improvements.

Councilman White expressed his appreciation for acknowledging the City's concerns.

Vice Mayor Hanchar inquired about the video. Mr. Couillard explained in detail their ideas and what they were working on. He indicated they would present their ideas and plans on the video to the Council to for approval and input.

Mr. Couillard then addressed the City and County Rules of the River and how they are different. He explained the Ordinances will need to be addressed. They are outdated and need to be streamlined with each other to be efficient.

Vice Mayor Hanchar informed Mr. Couillard of the problem with tubes that are left behind on the river. Mr. Couillard indicated he was not aware of the issue and would look into it.

Mr. Couillard addressed the Dock Numbering Ordinance. He stated they would be working with local emergency agencies. He wanted to stipulate the numbered duck boxes by Rainbow River Conservation would be different and should not be confused with dock numbering. He stated the Ordinance is still under review with the County but it would be presented as an interlocal agreement to the City for its review. He discussed the numbering process, regulations and public notification.

Mayor Burns provided a brief summary and agreed the City would be on board.

Vice-Mayor Hanchar stated she has received positive feedback from residents.

Councilman White asked Mr. Couillard to address a rumor about the County using the State tuber exit. Mr. Couillard explained all options are being explored.

**Agenda Item Number 4 – Emergency Services Update - Preston Bowlin, Director Marion County Emergency Management**

Mr. Bowlin provided a PowerPoint presentation regarding the Marion County Shelter Assessment for 2019/2020. He discussed Alert Marion and Weather STEM. He stressed the importance of signing up for Alert Marion and receiving important weather updates.

Mr. Bowlin introduced Beverly Case, volunteer coordinator of the Citizens Emergency Response Team (CERT). She explained the program train volunteers to be effective and efficient in disaster mitigation, response and recovery without placing themselves in unnecessary danger. The program is funded by a \$5,000 annual grant from Federal Emergency Management Agency (FEMA).

Chuck Richards, coordinator of the Marion County Emergency Radio Team (MERT) provided a brief overview of the program.

Mr. Bowlin proceeded to provide brief overviews of the many free training programs the Emergency Operations Center (EOC) offers the residents of Marion County.

Mr. Bowlin provided an update on the corona virus and preventive measures residents can practice. He said at this time there are no cases in Marion County.

**Agenda Item Number 5 – Review Contract Agreement AGR2020-09, Purchase of Property for New Police Facility**

Chief McQuaig presented a spreadsheet noting the development phases. He reviewed the Acquisition and the expenses. The total acquisition cost is \$333,132.50. He then reviewed the remodeling phase. The remodeling expenses total \$882,000.00. The combined total for the acquisition and remodeling expenses is \$1,215,132.50. He compared the cost of remodeling and/or new construction experienced by other local cities and found the cost to Dunnellon is significantly lower than the other cities.

Chief McQuaig noted the number of parking spots on public side has decreased from forty (40) spaces to approximately twenty-five (25) to thirty (30) spaces due to the DRA requirement.

Mrs. Bowne noted there is potential to increase the public parking with underground DRA which may increase the cost. Troy Slattery is researching this option.

Chief McQuaig reviewed the proposed revenue/funding which can be used to pay for the building and remodeling. He noted the possibility of the sale of the existing police property for additional revenue.

Mrs. Bowne spoke to the advantage of the property. Not only being a great location, but it allows the property to be developed in phases.

Vice-Mayor Hanchar reviewed the contract's additional terms. The contract is contingent upon the rezoning from RBO to Public. Funds will be returned if the rezoning does not pass. She said the estimated closing cost to the City is very reasonable. She noted the real estate agent is not taking a commission on the sale.

Councilman White said the current police department is antiquated. The department has outgrown the building and the officers and staff deserve better. He explained his concern with the increased maintenance cost to the proposed building. He recommended building a new police facility on the public works property and combining the two departments.

Vice-Mayor Hanchar discussed the per square foot cost to construct the Belleview Police Department building versus remodeling the proposed building. She said the additional public parking will be a benefit to the City.

Council and staff engaged in lengthy discussion regarding the proposed police facility and expenses. Chief McQuaig answered Council's questions.

Vice-Mayor Hanchar recommended placing the item on the next council meeting agenda for a vote.

Mrs. Bowne explained the requirement of advertising for a formal public hearing to receive public input.

**Agenda Item Number 6 – Update: Wellhead Protection Zones Comp Plan Amendment**

Mrs. Bowne explained the comprehensive plan regarding the Aquifer Protection Element is antiquated. She explained our legal counsel and planning experts have been reviewing with Marion County codes. She said in addition, Attorney Hand found some issues and inconsistencies with the Code that do not protect the City. She said Mr. Smith will provide Council with additional education before the matter comes to Council in April.

**Agenda Item Number 7 – Qualifications for Planning Commission Members**

Mrs. Bowne explained the applications received to date. An application was received from a local engineer who is not a resident but has owned a business less than three (3) years within the City. Applications have also been received from David Lancaster and Jay Dugan, both residents of the City.

Mrs. Bowne noted the difficulty in attracting volunteers for board positions. She suggested Council consider amending the Code to be more flexible.

Mrs. Bowne stated that Mr. Lancaster could not attend the meeting due to prior commitments, but Mr. Dugan was in attendance. Mayor Burns invited Mr. Dugan to step forward and say a few words.

Jay Dugan, 20874 River Drive, provided a brief background.

**Agenda Item Number 8 – Agreement AGR2020-08, Beacon Software Solutions - IT Services for Police Department - Chief McQuaig**

Chief McQuaig explained this company is a well-qualified provider and more cost effective than the current provider.

Council's agreed to place this item on the consent agenda.

**Agenda Item Number 9 – Stormwater Education - Illicit Discharge**

Mrs. Bowne explained the public stormwater education is a requirement by FDEP.

Mr. Slattery provided the following report:

The Public Services Department is responsible for maintaining and improving stormwater management throughout the city limits to include swales, storm drains, drainage (DRA) and water retention areas (WRA) not maintained by the county or state, and responding to flood emergencies to prevent future events, and responding to and addressing citizen complaints or requests.

In order to comply with the City's stormwater permit and MS4 reporting requirements, the City is required to distribute educational materials or conduct equivalent outreach activities about the adverse environmental impacts caused by polluted stormwater and the steps the public can take to reduce pollutants in stormwater runoff.

In that effort, we have distributed "Illicit Discharge Detection & Elimination" brochures to tonight's meeting guests. We would also like to provide some very basic information to Council and the public addressing illicit discharge into our storm drains.

## **What is Illicit Discharge?**

An Illicit Discharge is ANY disposal, emptying or dumping of any substance other than rainfall into the stormwater drainage system. Pollutants entering Dunnellon's stormwater system do not flow to the water treatment plant; they empty into our local rivers and wetlands! Chemicals and nutrients become stormwater pollution as they are soaked up by the passing water. The stormwater pollution is harmful and can lead to algae blooms, resulting in inadequate oxygen levels and other impacts to fish and wildlife.

Improper disposal of oil-based paints, mineral spirits, pool chemicals, pesticides, or other home chemicals can pollute Dunnellon's sensitive environment. Did you know that used automobile batteries and fluids can be returned to an auto parts shop?

Stormwater runoff is rain that does not soak into the ground where it falls. This water runs off yards, streets and parking lots into storm sewers or waterways and carries a variety of pollutants including fertilizers, yard waste, paint, gasoline, motor oil, pesticides, weed killer, pet wastes, detergents and soaps.

These pollutants entering storm drains end up in our Rainbow and Withlacoochee Rivers. Be sure to maintain a “fertilizer-free” zone around all storm drains and be sure that pet waste and yard clippings near storm drains are picked up and disposed of properly.

**Disposing Cooking Waste** - Cooking oil and grease are wastes that the sewer system cannot handle and should not be discarded down the sink. Dumping grease, fats and oil can clog sewer lines causing sewage back-ups and flooding. Sewage back-ups can damage personal property, public property and also the surrounding environment. DO NOT dump cooking oil, poultry fat and grease into the kitchen sink or the toilet bowl. DO NOT use hot water and soap to wash grease down the sink because it will cool and harden in your pipes or in the sewer down the line. DO place cooled cooking oil, poultry and meat fats in sealed non-recyclable containers and discard with your regular garbage. DO use paper towels to wipe residual grease or oil off of dishes, pots and pans prior to washing them.

**Disposing Pharmaceuticals** - Flushing medications down the toilet or throwing them into your trash can also be harmful to our environment. These pharmaceuticals can end up in our water system. Residents can dispose properly of expired prescriptions, over-the-counter medications, needles and “sharps,” by visiting the Dunnellon Police Department at 12014 S. Williams Street, 352-465-8510.

Water quality is important to improve and sustain our springs and waterways in Dunnellon and Marion County for future generations to enjoy. Keeping this ecosystem and fishery healthy is critical to protecting the quality of life of the community and wildlife, as well as our local economy.

If you have any questions, or to report a possible illicit discharge, please call the City of Dunnellon (352) 465-8500 x 1010 or visit the City’s website at <http://www.dunnellon.org> and select Departments/Public Services/Stormwater.

Handouts were provided to all audience members and Council.

**Agenda Item Number 10 – Council Comments**

Councilman White spoke of his disappointment regarding the Nine Island Cove item not receiving a second vote, allowing for discussion, at the last council meeting.

**Agenda Item Number 11 – City Administrator Comments**

Mrs. Bowne stated that Councilwoman Fernandez would like to attend Monday’s Council meeting by telephone.

**Agenda Item Number 12 – City Attorney Comments**

There were none.

**Agenda Item Number 13 – Public Comments**

Louise Kenny, 19970 Ibis Court, said she would like to table the issue of wellheads within the City. She spoke of the responsibilities of the Planning Commission and the technical difficulties that come with this type of a decision. She said more education is needed by the board and public.

Art Fisher, 11897 North Ohio Street, spoke to the proposed police department building and the contract.

Chief McQuaig addressed the Voluntary Cooperation/Operational Assistance Agreement for 2020-2021. The agreement was originally approved at the February 17<sup>th</sup> Council meeting. Chief McQuaig explained it has been revised and sent back from the Sheriff's office. A section was added to Page 3, addressing "Information Exchange" purposes. The agreement will be provided to Council at Monday's Council meeting for approval.

The meeting was adjourned at approximately 9:00 p.m.

Attest:

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Amanda Roberts, CMC  
City Clerk

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C. Dale Burns, Jr., Mayor

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Minutes approved at the July 13, 2020 Council meeting.