

**CITY OF DUNNELLON  
SPECIAL CITY COUNCIL MEETING**

**MASTER**

DATE: June 15, 2016

TIME: 5:30 p.m.

PLACE: City Hall

20750 River Dr., Dunnellon, FL34431

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Whitt called the meeting to order at approximately 5:35 p.m. and led the Council in the Pledge of Allegiance. Mayor Whitt asked if a citizen would volunteer to open with prayer. Marylin Welch provided the invocation.

**ROLL CALL**

The following members answered present at roll call:

Nathan Whitt, Mayor, Seat 1

Larry Winkler, Councilman, Seat 2

Chuck Dillon, Councilman, Seat 3

Walter Green, Vice-Mayor, Seat 4

Richard Hancock Councilman, Seat 5

**STAFF PRESENT**

Dawn Bowne, City Clerk

Jan Smith, Finance Officer

Mike McQuaig, Police Chief

Lt. Troy Slattery, Interim Fire Chief

Lynn Wyland, Staff Assistant

**LEGAL COUNSEL**

Andrew Hand

Shepard, Smith & Cassidy

**PROOF OF PUBLICATION**

Mrs. Bowne announced for the record the agenda for this meeting was posted on the City's website and City Hall bulletin board on Monday, June 13, 2016. Mrs. Bowne stated modifications were made to the agenda. She said a *Capital Element* was added and minor text amended.

**Walk on item:**

Mrs. Bowne addressed the "*Audit Certification Memo*" and explained this document must be signed by the Mayor and submitted to DEO as part of the grant process related to the hotel.

Council and staff engaged in brief discussion.

Councilman Dillon moved to authorize the Mayor to sign the "*Audit Certification Memo*"  
Councilman Winkler seconded the motion.

Mayor Whitt read the following statement which is "checked" on the application: "*The City of Dunnellon is not required to submit an Single Audit in accordance with the provisions of 2 Code of Federal Regulations (CFR) Part 200 (formerly Office of management and Budget (OMB)*"

*Circular A-133) for the year referenced above because the federal audit threshold of \$500,000 (\$750,000 for fiscal years starting after December 26, 2014) was not met.”*

The vote was taken and all were in favor. The vote was 5-0.

### **PUBLIC COMMENTS**

Mayor Whitt asked for public comments later in the meeting after the public hearing before Agenda Item No. 2. There were none.

### **REGULAR AGENDA**

#### **AGENDA ITEM NO. 1 – PUBLIC HEARING ORDINANCE #ORD2016-03, EAR-BASED COMP PLAN AMENDMENTS, #CPA2016-01, (POSTED ON THE CITY’S WEBSITE ON 6/2/2016 AND ADVERTISED IN THE OCALA STAR BANNER AND RIVERLAND NEWS ON 6/9/2016)**

Mayor Whitt said, “All persons wishing to address the City Council will be asked to limit their comments to 3 minutes and the specific subject being addressed. Public opinions and input are valued by the Council. However, it is requested that comments are directed at specific issues rather than personal comments directed toward the Council members or staff in order to foster mutual respect between council members and the public.

Members of the public in attendance at public forums should listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

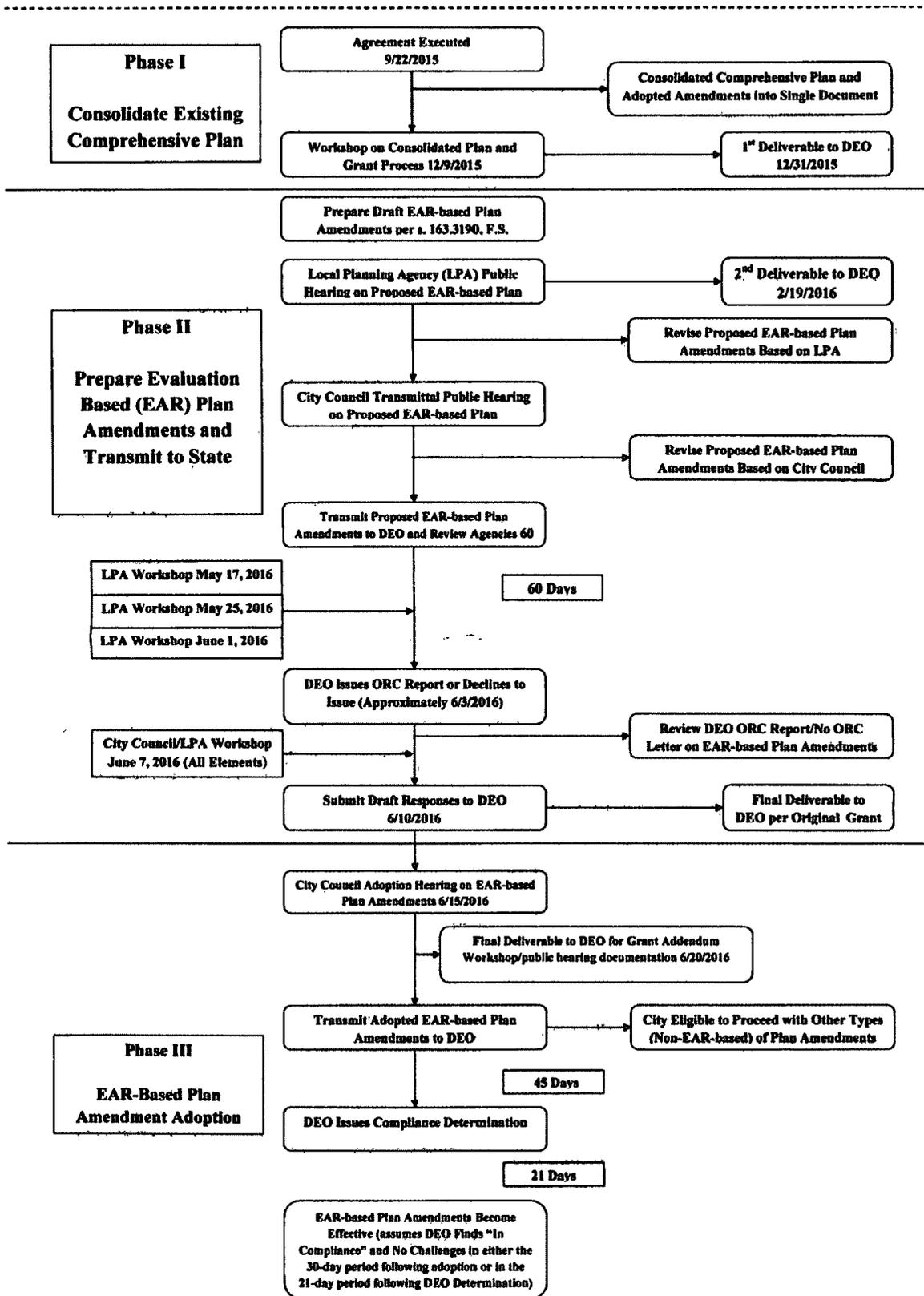
Members of the public addressing City Council and boards/commissions on a specific project or proposal are requested to disclose any personal interest or relationship; and any business, professional, or financial interests with any individual, group, project or proposal regarding the subject matter under review. Members of the public should always err on the side of more public disclosure, not less, in order to provide integrity to the public process.”

Mayor Whitt gaveled down and said, “It is now 5:42 p.m. and I close the regular meeting and open the public hearing to discuss:

Ordinance #ORD2016-03, EAR Based Comp Plan Amendments, Adoption #CPA2016-01. Posted on the City’s website June 2, 2016, and published in the Ocala Star Banner and the Riverland News on June 9, 2016.

Mr. Metcalf reviewed the following flowchart illustrating the planning process, which began in September 2015, as required by DEO Grant #2015-22 and Section 163.3184, Florida Statutes.

**City of Dunnellon  
 Planning Process Required by DEO Grant #2015-22  
 and Section 163.3184, Florida Statutes**



Mr. Metcalf stated his first goal in this process was to perform an administrative exercise to consolidate the comprehensive plan amendments into a single binder, referred to as The Consolidated Plan. He said the Statute requires the City evaluate whether comprehensive plan amendments are necessary, approximately every seven years, in response to changes in state laws.

Mr. Metcalf reviewed the comments and responses in the following “Draft Responses to Reviewing Agencies Comments for Dunnellon Proposed Amendment 16-1 EAR.” Throughout the reviewing process of the amended policies he referred back to this document.

### **Draft Responses to Reviewing Agencies Comments for Dunnellon Proposed Amendment 16-1 EAR**

**The following are draft responses to the Reviewing Agency comments. The consultant will prepare draft policies for consideration by the City Council as indicated in this response. However, the City’s final responses to the reviewing agencies comments and decisions on the draft policies will be determined based on the direction of the City Council at the adoption hearing; if the City Council concurs, the responses indicating that “the City will consider” adoption of policies will be revised to “the City had adopted” the referenced policies.**

**DEO Comment:** The City has committed to the following guiding principles set forth in the Final Basin Management Action Plan: Rainbow Springs Group and Rainbow Springs Group Run, December 2015 (BMAP). The guiding principles will be used when developing new projects within the City’s authority and to continue to communicate and coordinate necessary actions with regard to BMAP implementation. The City might consider reflecting this commitment in the comprehensive plan by:

- Modifying Objective 7 of the Conservation Element to express the City’s commitment to the strategies and management actions set forth in the BMAP to achieve the targeted reductions in nitrogen loading to Springs Group and Rainbow Springs Group Run, and
- Updating the five-year schedule of capital improvements to include those stormwater and wastewater projects listed in Tables 12 and 14 of the BMAP that are identified as City-led, have not yet started, and are to be completed by 2020. For example, the schedule would include the one stormwater and two wastewater service area expansion projects (Nos. R050, R053, and R054 in BMAP Tables 12 and 14, respectively). Based on the ranking criteria proposed in new Policy 1.4 in the Capital Improvements Element, these projects might be ranking in the schedule as second priorities, behind those required to address health and safety concerns.

**Response:** The City will consider revising the Conservation Element to incorporate a revised objective and related policies regarding the implementation of BMAP. The City is currently evaluating its fiscal ability to commit revenues for the improvements as referenced and will incorporate such improvements upon confirming an available projected revenue source.

**FDOT Comment:** Notably, the amendment package includes repealing transportation concurrency to promote economic development. While this approach is permitted by Florida Statutes, the Department recommends that the City adopt a mobility plan, mobility policies, and a funding mechanism for transportation improvements to replace the concurrency requirements. Without a plan and funding mechanism, the proposed EAR-based amendments could adversely affect US 41, which is a State Highway System (SHS) facility. The comments and recommendations are intended to help the city increase mobility options and decrease potential impacts to the SHS facilities.

**Response:** The City will consider the preparation and adoption of a mobility plan at a future date and would appreciate obtaining technical assistance from the Department in considering options for funding the preparation and implementation of the mobility plan. The traditional grid roadway system generally facilitates multimodal options for local trip making, and the City is willing to consider practical, cost-effective ways of enhancing that network and related design improvements on major roads. However, the City is also greatly concerned that pass-through regional trips comprise the majority of trips on US 41 and other major roadways, and that arterial speed (i.e., the LOS measure) should not be the primary objective within the City. Rather, the City would like to work with FDOT to determine an appropriate balance for maintaining reasonable regional traffic flow, while enhancing safety for other modes and encouraging regional, pass-through commuters to shop, dine and support local businesses in Dunnellon.

The City will consider an objective and implementing policies to encourage development/redevelopment of US 41 as a main street designed with "complete street" elements, consistent with the philosophy described above. As part of this overall strategy, the City believes that incentives are critical to encourage quality redevelopment to establish successful business centers, shopping centers and mixed use centers (services/retail, restaurants, and potentially residential). The City is willing to partner with the Marion County TPO and FDOT to explore a shared funding strategy that would support such mobility improvements on US 41 and other major roads with multi-modal linkages to the grid network to facilitate pedestrian and bicycle trips. It is important though that a comprehensive, shared funding strategy include significant regional and state participation, given the impact of regional, commuter pass-through traffic and the need to incentivize local economic development. Mobility fees or other such local funding source would be considered as a supplement to the primary investment from the TPO and FDOT for multimodal improvements on US 41 and other major roads.

**FDOT Comment:** The City has not proposed a method to evaluate future land use amendments for transportation impacts or identified a way to prioritize and pay for transportation improvements. The proposed amendments do not include a method or standard to evaluate or mitigate potential impacts of a proposed land use amendment that could generate a significant number of trips, other than a legislative decision.

**Response:** The City will consider a revised policy to require future land use amendment applications to include an evaluation of traffic impacts to determine the potential impacts on operating level of service, and will provide this information to the TPO to assist in coordinating on the need for multi-modal improvements. However, the City cannot legally condition a legislative decision on a future land use amendment based on an applicant's commitment to mitigate impacts.

**FDOT Comment:** The City could consider adding a policy (similar to Recreation Element Policy 3.1) to the transportation to facilitate bicycle and pedestrian connections between residential, commercial, and mixed use land uses to enhance multi-modal mobility within the City.

**Response.** The City will consider adding a policy as recommended.

**FDOT Comment:** The City could incorporate the following components into the comprehensive plan to enhance mobility and safety.

- Adopt Policies to create complete streets that include improvements like sharrows and sidewalks on local streets.
- Adopt policies that promote bicycle and mobility options in the City.
- Adopt a method of measuring impacts of development proposals to the existing transportation system and provide appropriate mitigation.

**Response:** The City will consider a policy to address complete streets and other mobility options as discussed in the first response above. However, the City does not intend to adopt a policy to require “mitigation” for development proposals, as that would constitute a concurrency approach, which the City has determined is not appropriate or effective for this jurisdiction. The City will consider adopting a policy to explore mobility fees as an option to implement multimodal improvements that would be consistent with the City’s philosophy as outlined in the first response.

**FDOT Comment:** The Department also recommends removing remaining references to concurrency to ensure internal consistency within the comprehensive plan.

**Response:** Future Land Use Policy 5.4 refers to review of DRI impacts and does not conflict with the repeal of transportation concurrency. Similarly, Transportation Policy 2.4 seeks to preserve operating LOS through access management. This policy does not refer to an adopted LOS standard and does not conflict with the repeal of transportation concurrency. Rather, it is consistent with the Department’s recommendations for the City to address mobility. Intergovernmental Coordination Element Policy 3.6 has been revised, and the concurrency management system policy has been revised to delete references to road concurrency.

**SWFWMD Comment:** The District did not make any comments regarding the proposed amendments, but did provide advisory comments.

**Response:** The City acknowledges and appreciates the District’s advisory comments regarding the future 10-year Water Supply Plan due next year and recently completed projects based on the updated Rainbow management plan.

**FDEP:** No comments.

**NFRPC:** No comments. The NFRPC determined that the proposed amendment are not anticipated to result in significant adverse impacts to significant regional resources and facilities identified in the Strategic Regional Policy Plan and are not anticipated to create significant adverse impacts to adjacent local governments.

Mr. Metcalf stated State law and the grant process require the amendments to be presented in a “*strike-through, underline format.*” He said the version presented tonight is the consolidated Comp Plan and it shows the exact changes to be submitted to the State. He said in most of the revised elements the text changes were “clean-ups and format changes.”

***Capital Improvements Elements***

Mr. Metcalf explained *Policy 1.4* prioritizes the way capital improvement expenditures occur for water, sewer and drainage.

Council and staff engaged in brief discussion regarding the City having the flexibility to prioritize provision of infrastructure to serve new development as specified in *Policy 1 4.F*, in situations where the developer executes a service agreement, which the City deems sufficient to advance the improvement.

Mr. Metcalf explained *Policy 2.3* provides the ability for the City to update the Capital Improvement schedule by ordinance in the future.

Council and staff engaged in lengthy discussion regarding *Policy 1.1.G* and capital improvement projects. Mr. Metcalf directed Council to the “Attachment A, 5 Year Capital Improvement Schedule” and discussed the “grant funding” and “bond proceed funding” projects.

Lewis Bryant, Kimley-Horn Associates, was present and addressed the Rainbow Springs/City of Dunnellon interconnection project and reported it is near completion. He stated the project is part of the Economic Development grant.

Mayor Whitt asked Mr. Bryant questions regarding the “BMAP Project-MNAP R054 - Constructing 8” Force Main from San Jose WWTP to Juliette Falls” and the “BMAP Project R053 – Wastewater Improvements to Connect Five Package Plants.” Mayor Whitt stated his understanding was the construction of the force-main and a lift station at each of the plants was going to be funded within the \$2,378,000. Mr. Bryant said he was not involved in the planning exercise and he hasn’t seen the application; however, he did speak to a representative from SWFWMD and understands funding is approved and set aside.

Mayor Whitt stated his point was that R053 may be absorbed by the grant, or a good portion of the amount. Mr. Bryant said he was not certain because there may be other package plants in the County’s master plan.

Councilman Hancock asked Mr. Bryant if Item Numbers 4 and 5 are two different projects. Mr. Bryant replied yes. Item Number 5 is the water treatment plant, BMAP Item Number 4 is the advance waste-water treatment plant. He said the County has bought property in a different location as part of the plan for a new waste-water plant.

Councilman Hancock asked Mr. Bryant if there is a way to identify either of these items.

Mr. Bryant stated he understands the projects above the storm water improvements line were part of the 2012 master plan, and most were to correct flow and pressure deficiencies in existing

systems. He explained Item 5, the new water plant, was to address fire flows on the east side of the river and support additional development.

Council and staff engaged in brief discussion with Mr. Bryant regarding the permit renewal process for Juliette Falls, S.W. 180<sup>th</sup> Avenue force-main project and the concern of Sateke Village connecting to the project. Mrs. Bowne requested Council to appoint Councilman Dillon as liaison regarding Sateke Village.

Mrs. Bowne thanked Mr. Bryant for attending the meeting and answering Council's questions.

Mr. Metcalf continued his review process.

***Future Land Use Element:***

Mr. Metcalf explained there were some technical changes and compliance with statutory language referencing gross acreage. He discussed the statutory requirement of filling a range in the "mixed use" category

Councilman Dillon engaged in brief discussion and clarification with Mr. Metcalf regarding the following policies: *Policy 1.18*, *Policy 2.6* and *Policy 6.2*. Councilman Dillon also questioned and discussed the element regarding the existing lots of record and the options. Mr. Metcalf reviewed the element and stated the following language was accidentally omitted. Councilman Dillon provided the following language from a handout presented at the May 25, 2016 workshop titled "Draft Lot of Record Policies":

"Notwithstanding the density limitations of the Comprehensive Plan and minimum lot size and dimension requirements as set forth in the Land Development Regulations, a lot of record in a residential land use category may be developed for one (1) single family dwelling unit and an accessory dwelling unit, subject to compliance with eligibility requirements and additional standards as may be adopted in the Land Development Regulations to protect the public health, safety and welfare. For the purpose of this policy, a "lot of record" includes any lot established pursuant to a plat or metes and bounds description recorded in the records of Marion County, provided that the lot was established prior to the effective date of the Dunnellon Comprehensive Plan. Any lot established after the effective date of this policy shall conform to all requirements of the Dunnellon Comprehensive Plan and Land Development Regulations."

Mr. Metcalf stated he would amend to add the "lots of record" language, minus the option.

***Transportation Element:***

Mr. Metcalf stated *Policy 1.1* is a general planning guide and *Policy 2.1* addresses more detail of traffic study requirements. He said this policy was added due to DEO's comments regarding clarifying what an applicant must address and is part of the land use change. Mr. Metcalf stated *Policy 3.2* includes reference in maintaining mobility and working with TPO, which was added in response to one of DEO's comments. He said there should be a period after the word "strategies" on Page 3, Objective 3, and he will correct the final

version. Mr. Metcalf explained *Policy 3.5* addresses US 41 and the mobility planning strategy.

***Housing Element:***

Mr. Metcalf stated there were no changes in what was presented in the workshops. He said there were minor clean-ups and modifying the policy to reflect the current statutes that address planning for manufactured/mobile homes.

***Historic Preservation Element:***

Mr. Metcalf explained this is a new element which was drafted at the time the City worked on its initial plan, but was never adopted. He stated the only difference between the draft and the element as presented here, is some policies were moved to housing.

***Public Facilities Element:***

Mr. Metcalf stated this element involved changes because an *Infrastructure Element* was in the *Public Facilities Element* and in the Comp Plan, you only need one or the other. He said policies were reorganized between the two elements. He said *Policy 1.1 6* addresses the timing and extent of capital improvements. Mr. Metcalf stated annexation is addressed in the *Capital Improvement Element* and recommended adding an annexation policy in the Comp Plan.

***Aquifer Protection Element:***

Mr. Metcalf said this element was also previously drafted but never adopted. He explained *Policy 1.1* was shifted from the *Infrastructure Element* and reorganized, *Policy 2.1* discourages the sale and use of pesticides/fertilizers and *Policy 3.1* focuses on the protection of groundwater quality. He stated most of the policies in this element are standard and are adopted to deal with conservation.

***Conservation Element:***

Mr. Metcalf said most of the changes in this policy involved organizing the policies into different elements.

Councilman Hancock recommended removing the word “needed” on Page 3, of *Policy 2.3*. Mr. Metcalf agreed.

Council and staff engaged in a brief discussion regarding the following minor edits and corrections to the amendments:

- *Traffic Circulation Element:* Page 3, *Policy 2.4*, Objection 3 - add a period after the word “strategies.” (delete “to achieve”)
- *Conservation Element:* Page 3, *Policy 2.3* - remove the word “needed.”
- *Future Land Use Element:* Add the “Draft Lot of Record Policies presented at 5/25/2016 Workshop” language, minus the “options.”

Mrs. Bowne asked if Mr. Metcalf would require a transcript of the minor edits. He stated he would prefer to listen to the audio.

Mr. Metcalf proceeded to review the *Conservation Element*.

Council and staff engaged in brief discussion regarding septic tanks being near certain water bodies. Mr. Smith noted the City Code includes a standard for the distance of 500 feet.

Mr. Metcalf stated *Policy 7.5* was added per DEO requests. He explained this policy recognizes that the City is implementing the program and it notes prioritizing capital improvements.

***Recreation and Open Space Element:***

Mr. Metcalf reviewed *Policy 1.1* and stated the City still has the service standard of “2 acres per 1,000 population” and explained the addition of “defined as fewer than five acres.” He said in *Policy 1.5* the “Recreational Trail Map and the Proposed Trails and Greenways Map” was changed to “Bicycle, Pedestrian and Bluewater Master Plan.” In *Policy 2.4* the “Little League Park” was changed to the “Dunnellon Sports Complex.”

Council and staff engaged in brief discussion regarding the language in *Policy 2.4* regarding the parks. It was Council’s consensus to revise the sentence to read: “The City shall assess the feasibility of developing improved **public** recreational facilities at **all City parks**.” Also, *Policy 6.2* was discussed and amended to read: “**Improved** recreational access **points** along the Rainbow River and Withlacoochee River shall be limited,” etc. Mayor Whitt suggested to add the word “public” in the second sentence and it should read: “Monitoring and limiting **public** access shall be a cooperative effort, etc.”

***Intergovernmental Coordination Element:***

Mr. Metcalf explained the minor changes in this element were basically references to agencies. He said *Policy 3.6* was edited in response to DOT’s concern regarding coordination on LOS issues. He explained a date was changed in *Policy 3.8* and the *Future Land Use Element*. Mr. Metcalf addressed *Policy 4.1* and the references to preventing and discouraging urban sprawl. He explained the language was struck in *Policy 6*, *Policy 5.4* and replaced with an updated policy that calls for the City to work with the County on an interlocal agreement, which is a statutory requirement.

***Implementation Element:***

Mr. Metcalf said *Policy 1* was added to be helpful procedurally for the City and it clarifies that the City is adopting Future Land Use Map. He said the objective is to eventually have the Dunnellon Comprehensive Plan user-friendly and achieve consistency in its application and interpretation.

Mr. Metcalf stated *Policy 3* provides the history of how the effective date of the plan was defined.

Council and staff engaged in brief discussion regarding the referencing of use of the effective/adoption date when any modifications are made to the Comp Plan.

Mr. Metcalf said a reference list of “acronyms” was added in *Policy 4* for terms used throughout the Comp Plan. He stated the Plan will have a cover showing “Volume II”, “Goals, Objectives and Policies” and the Table of Contents will list each of the Elements and the maps to be adopted. He said there are other maps in the support documents that are actually adopted as part of the Comp Plan and required by Statute. Mr. Metcalf explained the maps were updated by a GIS planner and he will provide the maps to Mr. Smith.

Mr. Metcalf concluded his presentation.

Councilman Hancock asked Brenda D’Arville, Chair of the Planning Commission, if she had any comments or questions.

Mrs. D’Arville stated she and the Planning Commission are extremely grateful for Mr. Metcalf’s expertise and the time he spent preparing the proposed amendments.

Councilman Hancock stated his appreciation and gratitude towards Mr. Metcalf and read comments from a colleague regarding their opinion/input on Mr. Metcalf, the Comp Plan and the proposed amendments. He said the colleague recommended it would be good to accept this draft in its current form and have a complete and consistent document as the base of future changes.

Councilman Hancock stated at the last Planning Commission meeting a comment was made about a grant being submitted to have Mr. Metcalf continue his support of Community Development, which included bringing the zoning map of the City up to date.

Mr. Metcalf stated the grant application was filed and is being reviewed by DEO. He said they received a large amount of applications and it’s competitive. Mr. Metcalf stated he felt confident that the City will receive a good funding allocation for the next round of work.

Mayor Whitt asked for public comments. There were none.

Mayor Whitt gaveled down and said, “It is now 9:00 p.m. and I close the public hearing held to discuss Ordinance #ORD2016-03 and reopen the June 15<sup>th</sup> council meeting.”

**AGENDA ITEM NO. 2 – FINAL READING ORDINANCE #ORD2016-03, ADOPTION OF EAR-BASED COMP PLAN AMENDMENTS, #CPA2016-01**

Councilman Dillon moved Ordinance #ORD2016-03 be read by title only. Councilman Winkler seconded the motion. The vote was taken and all were in favor. The vote was 5-0.

Mrs. Bowne stated there was a minor change to Page 2 of the Ordinance, under Section 2, that added the words; “Attached hereto as Exhibit A”.

Mrs. Bowne read the following:

**“ORDINANCE #ORD2016-03**

**AN ORDINANCE AMENDING VARIOUS ELEMENTS OF THE COMPREHENSIVE PLAN OF THE CITY OF DUNNELLO, FLORIDA, TO REFLECT CHANGES REQUIRED BY THE COMMUNITY PLANNING ACT PURSUANT TO THE SECTION 163.3191, FLORIDA STATUTES, AND THE CITY’S EVALUATION AND APPRAISAL NOTIFICATION LETTER TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; AMENDING GOALS, OBJECTIVES, AND POLICIES CONSISTENT THERETO; PROVIDING FOR REPEAL OF ALL CONFLICTING ORDINANCES; PROVIDING FOR THE FORWARDING OF THIS ORDINANCE TO THE DEPARTMENT OF ECONOMIC OPPORTUNITY AND REVIEW AGENCIES; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.”**

Mr. Metcalf suggested in the title, after the words “Goals, Objections, and Policies” to insert “and the Future Land Map and Land Use Map Series”. He stated the maps were not changed, only upgraded. It was Council’s consensus to accept Mrs. Bowne inserting the recommended language and not re-reading the ordinance.

Councilman Dillon moved Ordinance #ORD2016-03 be approved with the minor changes and deletions Mr. Metcalf had spoken to and add the draft Lots of Record policies presented at the May 25, 2016 workshop minus the two options. Councilman Winkler seconded the motion.

Councilman Hancock requested a brief outline of the proposed changes to Comp Plan from Mr. Metcalf.

The vote was taken and all were in favor. The vote was 5-0.

Councilman Hancock stated at Monday’s council meeting, on June 13<sup>th</sup>, Council requested Dawn Bowne, City Clerk, to act as interim City Manager and have department heads report directly to City Council. He stated Attorney Hand recommended formalizing the appointment.

Councilman Hancock stated in an effort to comply with the current Charter and City Code that no funds of the City may be paid except upon the authorization of the City Manager, Councilman Hancock moved to appoint the City Clerk as Interim City Manager, and direct the Finance Officer, Police Chief and Fire Chief to report to City Council on matters effecting their respective departments. Councilman Dillon seconded the motion.”

Councilman Dillon said the language in the motion should be amended to read “Assistant Fire Chief.” Council agreed. The motion was amended to include “interim” Fire Chief.

The vote was taken and all were in favor. The vote was 5-0.

Mayor Whitt said he was contacted by the OSTDS (On-Site Treatment & Disposal Septic Systems) board regarding the vacant position of a representative from the City. He explained it is a requirement to have a representative from each municipality on this board.

Council and staff engaged in brief discussion.

Mayor Whitt agreed to be the liaison to the OSTDS board.

Councilman Dillon stated he met with Bill Vibbert and Paul Marraffino and discussed the parking lot at San Jose and the opening of twenty-three (23) additional parking spaces. He said they are going to let the County know their intentions. Council and staff engaged in brief discussion regarding the signage.

Vice-Mayor Green stated he was asked by Council to assume the role of liaison to the City employees. He reported to Council that he and Mrs. Bowne met with each of the departments and discussed possible concerns. He said they will meet with the Fire and Police Departments tomorrow.

Councilman Hancock commented on the positive attitude among the City employees.

**AGENDA ITEM NO. 3 – ADJOURNMENT**

At approximately 9:15 p.m. Councilman Dillon moved the June 15, 2016 Special City Council meeting be adjourned. Vice-Mayor Green seconded. All members voted in favor. The motion passed 5-0.

Attest:

  
Dawn Bowne, MMC 8-8-16  
City Clerk/Interim City Manager

  
Nathan Whitt, Mayor 8-8-16