

City of Dunnellon
City Council Workshop

<https://dunnellon.zoom.us/j/95327760115?pwd=ajhFUHFRTjc1RjE0MFgxdlOUmxNUT09>

Webinar ID: 953 2776 0115

Date: April 7, 2021
Time: 5:30 p.m.
Place: City Hall
20750 River Dr., Dunnellon, FL34431

Dunnellon City Council workshop will be held on April 07, 2021 at Dunnellon City Hall with Social Distancing Modifications.

Anyone attending the workshops may be required to wear a mask/face covering. All attendees may be subject to screening to include a temperature check.

Public Comment

Anyone who wishes to provide public comment will be 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 per the instructions below 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

Members of the public who would like to participate are encouraged to register in advance by Noon on Wednesday, April 7th.

Call to Order and Pledge of Allegiance:

Mayor White called the meeting to order at approximately 5:36 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

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 Department
Julie Danowski, Clerk's Department

Legal Counsel

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

Ms. Roberts announced the presence of Alan Garri with Kimley-Horn.

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, March 31, 2021.

Mayor White covered meeting etiquette with the public and with Council.

Agenda Item Number 1 – Public Comments

Bill Vibbert, 9552 SW 192nd Ct. Rd.; spoke about the project completed last Wednesday at Blue Run Park in cooperation with Troy Slattery, Marion County, Rainbow River Conservation and the office of Greenways and Trails and funded by a Duke Energy Grant. He said the new exhibits tell the story of Dunnellon, Boomtown and the railroads. They worked as a cohesive unit and had a good time installing this major addition to the trail and offered his thanks to Mr. Slattery who expedited the project. They were able to complete 3 exhibits in 2 hours.

Mr. Vibbert said in the 2008 Management Plan for Blue Run Park, one of the approved requirements was to produce a list of rules and regulations for Blue Run Park. He displayed a sample sign which is posted at Oak Trail Head. He said he feels a sign needs to be posted and the rules should be put in the form of an ordinance to be able to enforce the rules.

Susan Jones, 9129 SW 190th Ave. Rd.; spoke about the City's need to put our best foot forward by improving the Website. She sighted issues such as multiple clicks to reach data, accessibility, ability to access historical documents, names and contact numbers of city employees, adding a feature to allow for cell phone viewing, and the City holiday schedule. She pointed out there is a commercial bias, for example there is only one veterinarian featured when there are actually several in the community. She feels it is also an opportunity to sell our city.

Agenda Item Number 2 – Dunnellon Chamber & Business Association Report

Julie Mancini, Executive Director, reported on the many happenings within the City particularly with Boomtown coming this weekend. She spoke about the ways in which they were trying to hold the event in the safest way possible, by distancing the booths, providing hand sanitizer stations and posting signage encouraging masks. She followed up with a variety of events and times happening on both Friday and Saturday and reminded everyone we are coming up on our 50th Boomtown festival. She also said volunteers are still needed for both Boomtown and for the Chamber.

Vice-Mayor Hanchar thanked her for her hard work and confirmed she would be there Saturday morning at 7:00 am to assist, as well as entering into the pie eating contest.

Agenda Item Number 3 – Board Reports

Councilwoman Cabbage spoke about the Southwest Florida Water Management District and Protect Florida Springs Month. She explained the District has a webpage entitled “Protecting the Weeki Wachee River” (<https://www.swfwmd.state.fl.us/projects/springs/protecting-the-weeki-wachee-river>). She said she feels the creator did a great job and she plans to reach out to them to work on the same for Rainbow Springs.

Vice-Mayor Hanchar spoke on behalf of the TPO Board. She said Rob Balmes, the Director, came over and met with herself, Troy Slattery and Mandy Roberts yesterday to discuss City priorities. They discussed widening of US 41 North of Walmart, which begins 2024, and the multi-modal bike path along Pennsylvania Ave. The group discussed updates to the original FDOT application. Mr. Balmes will also coordinate with the assistant engineer at the county who is responsible for the management of the project. They would like it added to the June meeting. There was also discussion of rerouting trucks to Powell Road to avoid the historic district, a cross walk, making welcoming areas and adding a traffic signal on CR 484 near SunTrust.

Mayor White asked how long it is estimated for completion. Mr. Slattery said possibly 3 – 5 years depending on funding availability and partnership with the County.

Agenda Item Number 4 – Dunnellon Little League – Adam Parker, President

Mr. Parker spoke about the number of kids (165) ranging in age (4-16) playing ball games in the Dunnellon Little League ball park. He reported playing 3 – 5 games a week and said the district is huge. It brings thousands of people, from surrounding towns, to the City for regular games and tournaments who then patron our shops and restaurants. This ball park is the only park that is 100% maintained by volunteers. All repairs and improvements come out of the volunteer’s private funds or donations. The purpose for his visit was to ask for help by way of the City helping him to find grants or perhaps the City itself would like to partner with them.

Vice-Mayor Hanchar shared her family history and the history of the City’s involvement with the ball park. She asked what his primary safety concerns are.

He said the most important need is stadium lights. There are 36 that need replacing across 7 fields. He applied for grant funding for the lights, but Covid came and shut down the progress. The next most important are ridges that have developed in the fields causing trip hazards for the kids. He then provided a wish list of repairs he’d like to see including concessions, which is the bread and butter of the league, more bleachers and new automated toilets/urinals for the bathrooms. Anyone wishing to reach out to him can call 352-427-7190.

Mayor White said the information provided was very compelling and is something Council will discuss to see what they could do.

Agenda Item Number 5 – Rainbow Springs Art Group – Susan Jones

Susan Jones, 20804 W. Pennsylvania Ave.; Ms. Jones said the art festival held March 24, 2021 was a roaring success with the participation of both art students and teachers. Almost \$800 was raised for educational scholarships. She said the support of the City, sponsors and volunteers was critical to the success and she just wanted to say how happy and appreciative she is. She also mentioned they are considering doing this bi-annually due to the success, but is hoping grants are available for fall.

Councilwoman Williams and Mayor White both attended and agreed the turnout was great.

Agenda Item Number 6 – Beautification Presentation – Kathy Dunn

Mrs. Dunn spoke of concern regarding the lack of upkeep around the entire City. She started this Beautification project because she feels with just a little inexpensive tweaking and some volunteers, they could make the City more attractive to both businesses and potential homeowners alike. She feels it would encourage growth, which has been sluggish at only 1.2% over the last 10 years. The goals of the committee are to identify existing eyesores, develop a plan, recruit more volunteers, work with the planning board, assist local businesses in finding grants, work with code enforcement, work with Public Works and identify professional firms to help the area with cohesive strategies.

The first project she would like to implement and is hoping to complete in the latter half of May is plantings around City Hall. She is currently gathering pricing and will perhaps need approval for funds. She then presented a variety of photos of properties around the City in need of help. These range from the old “Welcome to Dunnellon” sign, old street signage, large blown out or illegible business signs, placement of dumpsters, overgrown or dead shrubbery, homes and buildings in need of cleaning, junk in need of being hauled away, vacant lots needing care, people parking cars in inappropriate areas and historic buildings in ill repair.

Council responded in agreement with the needs and suggested focusing on a specific building or section of town. Once others see what is accomplished it may be the spark needed to have it spread throughout the area. Vice-Mayor Hanchar also said there are CRA funds available and businesses have been notified and encouraged to come forward.

Agenda Item Number 7 – Community Development Manager Applicants

Mayor White said this is a critical position for the City and a challenge to find someone with the credentials needed, who is also willing to accept the wages available.

Ms. Roberts finally received two viable candidates; Candidate 1 - Lisa Walsh and Candidate 2 - Cynthia McWilliams. She provided a summary for Council which included their education, work history and experiences. Ms. Roberts spoke to Ms. Walsh and she has agreed to come

and speak to the Council if invited. Ms. Roberts has not spoken with Ms. McWilliams because she is seeking a hybrid schedule that would likely not be in line with the City's needs.

Discussion followed regarding the qualifications of each applicant, whether they had a background of comprehensive planning, and what their state certifications were. Further discussion followed regarding what questions the Council were legally allowed to ask and what the procedures would be going forward, as the Council has not spelled out how the process was to flow since it was just approved at the last meeting. To which Attorney Hand offered advice.

Councilwoman Kenny liked the applicants but was concerned because we only had two to choose from. She suggested a continued search and seeking the help of the State Universities and Counties as possible resources for viable candidates. A great deal of discussion followed regarding this suggestion and there was consensus to move forward with inviting Ms. Walsh to the Monday meeting and seeking to obtain letters of reference prior to the meeting.

Agenda Item Number 8 – Request for Proposal #RFQ2021-01, Architectural Services

Ms. Roberts reported a committee was formed and met on March 30th to discuss the two firms that responded to the RFQ for the retrofit of the Souls Harbor Church into a multi-purpose building to include the Police Department. The two firms were David King Jr. & Associates and Partin Architecture. A point system was applied and the recommendation was applied based on criteria from the RFQ. Partin Architecture ranked first.

Attorney Hand stated it was now the Council's decision to either accept the ranking or go with something else and to provide direction to the staff. Council agreed to place this on Monday's regular agenda.

Agenda Item Number 9 – Agreement #AGR2021-07, Voluntary Cooperation/Operational Assistance Agreement with Marion County Sheriff

Ms. Roberts explained that this is simply an annual agreement renewing for inter-local cooperation between the City of Dunnellon Police and Marion County Sheriff. Council agreed to place this item on the consent agenda.

Agenda Item Number 10 – Agreement #AGR2020-08 Preparation of Design and Construction Plans for Cedar and Ohio Street Roadway Project IPO #95 Kimley Horn

Mr. Slattery explained this is an extension of the presentation he gave a couple weeks ago. It is for the design and engineering of repaving the City portion of Cedar Street and the entire length of Ohio Street. This agreement will also include information regarding the onsite parking which could potentially be included in the project.

Alan Garri of Kimley Horn said they evaluated everything and have a good understanding of what needs to be done. He feels completion of his services would take about 4 months and construction services would take 9 months to a year. Mr. Slattery added the only thing that

would slow it down is if water/sewer lines cause interference. He also said the manholes are in good shape and can be worked around. Council agreed to place this item on the consent agenda.

Agenda Item Number 11 – Agreement #AGR2021-09, On Call Grant Service IPO #96 Kimley Horn

Mayor White explained this is an attempt by the city to pick up the pace on our desire and ability to find and get grants.

Jan Smith said this is a piggy back agreement. She explained that Kimley-Horn has the same arrangements with two other small cities and they can group us with them. Kimley- Horn would look non-stop for grants and basically become a hired grant writer. This agreement has a fee cap of \$30,000. The City has a policy in place which states if the grant costs more than \$25,000 it must gain approval from Council prior to application. If the grant is less, the City can proceed without consulting Council.

Mayor White asked what would happen if we ask them to apply and the grant is declined. Mrs. Smith said we would still be billed. Mr. Garri explained before they even make a grant application they will be fairly certain of the success. They may start the process, but if they get a sense it isn't going to work, they would let the City know and stop the process. Therefore, we would only be billed for the work they actually did, not for the full process.

Discussion followed regarding the amount of the grants, agreement costs and caps, application turnaround time, and averages. Council agreed to place this item on the consent agenda.

Agenda Item Number 12 – To add Mayor as the Third (3rd) Signatory on all City Bank Accounts to Facilitate Transactions of City Funds in the Absence of City Clerk or Finance Officer.

There was brief discussion between Mayor White, Jan Smith and Attorney Hand regarding the reasons for the action and fraud liability. Mrs. Smith explained we currently only have two people allowed to sign checks. If one person is out, checks are put on hold. In the past the City Mayor was included as a signatory on checks for this reason and is why they are returning to this process now. It takes two signatures on all checks. Mrs. Smith also explained she would provide the Mayor full knowledge of the purpose of the check prior to his signing. Council agreed to place this item on the consent agenda.

Agenda Item Number 13 – Council Code of Conduct – Mayor White

Mayor White explained there is language in our codes regarding how we speak and respect each other and the public at ~~the~~ meetings. However, sometimes public speakers will come to the podium to shame, insult or intimidate someone and there is no reason anyone on council or staff should be put in that position. He asked Attorney Hand to provide language to update the current Code of Conduct that would include language that protects Council from verbal attacks.

Attorney Hand said anytime you have a forum, there are certain restrictions of type of speech provided by Florida Law and the Constitution. Decorum rules are upheld and he talked about rules regarding obscene, vulgar or abusive remarks. He provided proposed updated language that touches on physical violence as well. He said it would be ok to add it to the sign-up sheet for public to see when they come in.

Council agreed to place this item on the regular agenda in the form of a resolution.

Agenda Item Number 14 – Priorities and Goals – Councilwoman Kenny

Councilwoman Kenny withdrew this item.

Agenda Item Number 15 – Council Comments

Councilwoman Cabbage said the physical environment of our Dunnellon city employees are of the utmost importance. She said our police Chief was interviewed by a TV station and explained the emergency situation with the current police station. She said she would like for the Chief write a report for Council about all the issues related to the structure and other issues with the station. She said the Council should know what problems exist and have the ability to start making corrections and make it a safer environment for our employees. She said if we put it up for sale as a total wreck, it would be of little value. She asked Chief to present something to the Council showing the building needs and what he feels requires immediate attention.

Ms. Roberts read the report regarding the wastewater spill in Vogt Springs. Vice-Mayor Hanchar said FGUA has promised better communication in the future and Councilwoman Cabbage commented on the seriousness of the situation.

Mayor White commented about other areas having pump station issues and the seriousness of this in many areas of Florida. He also mentioned there will be increases to the usage of the facility here in Dunnellon and its potential to cause problems with both the Rainbow and Withlacoochee Rivers.

Mayor White announced that Ms. Roberts will now be paid \$70,000 for taking over the duties of the Administrator position in combination with her Clerk duties. He said Ms. Roberts has been doing three jobs and being paid for one and the city has saved a great deal due to her efforts. The Council thanked her and stated we are lucky to have her knowledge, skills and abilities; she has created a great team atmosphere.

Agenda Item Number 16 – City Clerk Comments

Ms. Roberts suggested her salary adjustment be placed on the meeting agenda to make it official. Council agreed to place this item on the consent agenda.

Agenda Item Number 17 – City Attorney Comments

Attorney Hand said a lot of things have changed during the Covid battle. He announced anyone age 16 and above is now eligible for the vaccine.

Vice-Mayor Hanchar said there is a new item transpiring in the legislature. The state is proposing to allow individual business owners to declare their property a place of business regardless of zoning and it appears city councils will have no say in allowing that to happen. She asked Attorney Hand to keep them posted on it. Attorney Hand agreed.

Agenda Item Number 18 – Public Comments

Burt Eno, 9220 SW 193rd Circle, said he appreciates the objections and suggestions made by Councilwoman Kenney concerning hiring a planning director. He feels her suggestions were a good idea and thinks it wise to have more. He asked for copies of the resumes and applications of the two candidates. He feels there is no urgency to fill this position and it is better to find a qualified person. He shared his own credentials and offered himself for input as a professional person.

Council discussion followed with reference to whether or not a candidate's resume should be handed out to the public. Ms. Roberts said it is public record and any confidential information would have to be redacted.

Cindy McQuaig, House of Representatives, stated the bill Vice-Mayor Hanchar spoke of is House Bill 403. It is on the floor now to be voted on, and it doesn't overrule zoning and code enforcement. It simply doesn't allow local government to penalize someone if they want to run a business out of their home.

Councilwoman Cabbage asked Attorney Hand if it is a violation of Sunshine law if she were to make inquiries of people she knows who have associated with either of these candidates. Attorney Hand answered it is not a violation of the Sunshine law the way she is requesting.

Juliane Mendonca, 11894 E. Blue Cove Dr., said she wanted to give a shout out to citizen involvement. She also saw Kathy Dunn's interview on Channel 20, Gainesville and wanted to acknowledge her effort in getting opinions out there. She said she feels like it is a wish list night. She said her wish list includes moving these meetings up earlier in the day. She said she feels it would benefit the individuals attending the meeting who also hold full time jobs, as well as the city employees. She also said she is unclear what the \$56,000 mentioned in Agenda item 8 correlates with, and the cost of the architect coming to look at the church.

Mrs. Smith said it is an estimate based on the construction cost at the time it was presented to Council on March 4, 2020. The cost of the architect needs to be negotiated and the \$56,000 is what is in the budget.

Mayor White stated the short answer is the prior Council allocated up to \$56,000 for the architect. The present Council has the job of finding the actual cost and either accepting or rejecting it.

The meeting was adjourned at approximately 8:37 p.m.

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Attest:

Penned Signature of Amanda Roberts, CMC
City Clerk

Penned Signature of William P. White, Mayor

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