CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA ● MARCH 24, 2015

City Commission Chamber	Regular City Commission Meeting	7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION MEMBERS

Mayor
John Penny

District 1 - Commissioner
Arthur J. Byrnes

District 3 - Commissioner
John F. Capers

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Elizabeth Albert

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

A. Roll Call
B. Invocation
C. Pledge of Allegiance to the Flag

2. PRESENTATIONS

A. Civ

(Requested by Valerie Manning, City Commission)

B. Cafr Fy 2013 - 2014

(Requested by Valerie Manning, City Commission)

3. PUBLIC PARTICIPATION

Pursuant to Florida Law, the public has a right to be heard on all propositions, except when the City Commission is acting on ministerial or emergency matters, or conducting a meeting exempt from Section 286.011, Florida Statutes. Public comment time on propositions shall be five (5) minutes. The public will be provided the opportunity to be heard on non-agenda matters at the end of the meeting only if the 45 minute allotted time at the beginning of the meeting has come to a close. Proper decorum will be observed.

4. APPROVAL OF MINUTES

1. Minutes - March 10 - Regular Meeting

(Requested by Valerie Manning, City Commission)

5. CONSENT AGENDA - ITEMS (A-D)

1. Coast2Coast RX Card

(Requested by Valerie Manning, City Commission)

2. Hollyland Park Baseball Field

(Requested by Valerie Manning, City Commission)

3. Lien Reduction or Waiver Policy

(Requested by Valerie Manning, City Commission)

6. REGULAR AGENDA

A. Agenda Item

1. Pro Pathways Middle School Property

(Requested by Valerie Manning, City Commission)

7. PUBLIC HEARINGS

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

1. 1580 Riverside Drive

   (Requested by Valerie Manning, City Commission)

2. Ordinance Ordinance 2959 - Dog Park Annexation

   (Requested by Valerie Manning, City Commission)

8. PUBLIC PARTICIPATION - AS NEEDED

9. COMMUNICATIONS

a. City Manager & Staff Reports

   1. Budget Amendments

      (Requested by Valerie Manning, City Commission)

b. City Attorney
c. Mayor's Report
d. Distric Commissioners Reports

10. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.

For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441

Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: March 24, 2015
FROM: Valerie Manning
SUBJECT: Civ
NUMBER: (ID # 1004)
APPLICANT:
PLANNER:

CIV presentation from Ronee Silverman

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: **March 24, 2015**
FROM: **Valerie Manning**
SUBJECT: **Cafr Fy 2013 - 2014**
NUMBER: **(ID # 1005)**
APPLICANT:
PLANNER:

Brent Millikan and Company present to discuss the CAFR FY 2013-2014 with the Mayor and City Commissioners

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: March 24, 2015
FROM: Valerie Manning
SUBJECT: Minutes - March 10 - Regular Meeting
NUMBER: (ID # 1007)
APPLICANT:
PLANNER:

March 10th regular meeting minutes

- DRAFT - Minutes - March 10, 2015 - Regular City Commission meeting (PDF)
- DRAFT - WORKSHOP Minutes - March 10, 2015 - Quentin L. Hampton & Associates - Stormwater System Update (PDF)

M I N U T E S
COMMUNITY REDEVELOPMENT AGENCY (CRA) MEETING
REGULAR COMMISSION MEETING
CITY OF HOLLY HILL, FLORIDA

March 10, 2015

1. CALL TO ORDER

A. Roll Call

Mayor Penny called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue, at approximately 7:00 pm. Attending with Mayor Penny were Commissioners Arthur J. Byrnes, Penny Currie, John F. Capers and Elizabeth Albert.

Also attending were the following staff members: City Attorney Scott Simpson, City Manager Joseph Forte, Finance Director Kurt Swartzlander, Police Chief Steve Aldrich, Fire Chief Jim Bland, Public Works Director Jacki Maswary, City Planner Tom Harowski, Economic Development Consultant Lynn Dehlinger, Human Resources Manager Sandy Fenwick, and City Clerk Valerie Manning.

B. Invocation

Pastor Johnny Pruitt from Faith Baptist Church of Holly Hill led the invocation.

C. Pledge of Allegiance to the Flag

Mayor Penny led the Pledge of Allegiance.

2. PRESENTATIONS

A. Volusia County Chairman, Jason Davis ~ Trophy presentation to the City of Holly Hill for the 2014 Feed the Need Food Drive

B. Feasibility Study of LPGA Boulevard from Nova Road to Ridgewood Avenue – Presented by Lassiter Transportation Group, Inc.

There was ***consensus*** from the City Commission to have staff move forward with the application process for a long-term plan for the Feasibility Study of LPGA Boulevard.

C. Center for the Visually Impaired, Inc. (CIV) – Ronee Silverman, President/CEO

Mayor Penny informed the Commissioners that Ms. Silverman was not present.

Recess the City Commission meeting and convene as the Community Redevelopment Agency (CRA).

3. PUBLIC PARTICIPATION

Pursuant to Florida Law, the public has a right to be heard on all propositions, except when the City Commission is acting on ministerial or emergency matters, or conducting a meeting exempt from Section 286.011, Florida Statutes. Public comment time on propositions shall be five (5) minutes. The right to be heard during quasi-judicial hearings is governed by Florida Law. The public will be provided the opportunity to be heard on non-agenda matters again at the end of the meeting. Proper decorum will be observed.

Mayor Penny opened public participation.

The following individuals addressed the Mayor and City Commission: Jim Legary, 342 Burleigh Avenue, Holly Hill; Pat Clem, Holly Hill.

Mayor Penny closed public participation.

CRA AGENDA

2. RESOLUTION 2015-R-15, 3RD STREET MAST ARM PROJECT *(Public Works Director)*

City Attorney read by short title:

RESOLUTION 2015-R-15

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY AGREEMENTS TO AMEND THE 3RD STREET MAST ARM PROJECT TO REMOVE THE SPECIFICATION FOR PAINTED MAST ARMS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Albert moved ***APPROVAL*** *for* ***Resolution 2015-R-15****, seconded by Commissioner Currie.*

Mayor Penny opened public participation. No one spoke.

The motion **CARRIED** 5-0 vote: Albert – Yes, Currie – Yes, Byrnes – Yes, Capers – Yes, and Mayor – Yes

Adjourn as the Community Redevelopment Agency (CRA) and reconvene the City Commission meeting.

4. APPROVAL OF MINUTES

Minutes from the Regular City Commission meeting – February 24, 2015 *(City Clerk)*

*Commissioner Byrnes made a motion to **APPROVE** the Minutes, seconded by Commissioner Albert.*

The motion **CARRIED** 5-0 unanimously: Byrnes – Yes, Albert – Yes, Currie – Yes, Capers – Yes, and Mayor – Yes

5. CONSENT AGENDA – <u>Item (A)</u>

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

A. RESOLUTION 2015-R-16, CENTER AVENUE PHASE 2 FEASIBILITY STUDY *(City Planner)*

Mayor Penny opened public participation. No one spoke.

*Commissioner Currie made a motion to **APPROVE** the **CONSENT AGENDA**, seconded by Commissioner Albert.*

The motion **CARRIED** 5-0 unanimously: Currie – Yes, Albert – Yes, Capers – Yes, Byrnes – Yes, and Mayor – Yes

<u>REGULAR AGENDA</u>

6. A. RESOLUTION 2015-R-17, 3RD STREET MAST ARM PROJECT *(Public Works Director)*

Attorney Simpson read by short title:

RESOLUTION 2015-R-17

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY AGREEMENTS TO AMEND THE 3RD STREET MAST ARM PROJECT TO REMOVE THE SPECIFICATION FOR PAINTED MAST ARMS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Penny opened public participation. No one spoke.

*Commissioner Albert moved **APPROVAL** for **Resolution 2015-R-17**, seconded by Commissioner Currie.*

Mayor Penny opened public participation. No one spoke.

The motion **CARRIED** 5-0 unanimously: Albert – Yes, Currie – Yes, Capers – Yes, Byrnes – Yes, and Mayor – Yes

7. PUBLIC HEARINGS

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

None.

8. PUBLIC PARTICIPATON

Regarding items not on the agenda.

None.

9. COMMUNICATIONS

a. City Manager & Staff Reports

None.

b. City Attorney

None.

c. Mayor's Report

Mayor Penny asked about the gateway signs; asked if there was interest in selling the surplus property on Riverside Drive – there was consensus from the Commissioners not to; gave a brief staff report about the Roundtable discussion; F.A.I.T.H meeting next Monday regarding the homeless issues within Volusia County.

d. District Commissioners Report

Commissioner Capers enjoyed the ribbon cutting last week at City National Bank at The Market.

Commissioner Currie congratulated city staff for receiving the trophy for the 4th year in a row for the Feed the Need Food Drive with the County.

Commissioner Albert shared her concerns about the bike washes along US 1; the city being falsely referenced when a crime happens "near" Holly Hill.
Commissioner Byrnes thanked everyone for their concerns and excusing him from the last City Commission meeting due to a health problem; spoke about bike washes and code enforcement.

10. ADJOURNMENT

Mayor Penny officially adjourned the meeting at approximately 8:25 pm.

____
Valerie Manning
City Clerk

M I N U T E S
WORKSHOP
CITY OF HOLLY HILL, FLORIDA

March 10, 2015

1. CALL TO ORDER

Roll Call

Mayor Penny called the workshop to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue, at approximately 8:45 pm. Attending with Mayor Penny were Commissioners Arthur J. Byrnes, Penny Currie, John F. Capers and Elizabeth Albert.

Also attending were the following staff members: City Manager Joseph Forte, Finance Director Kurt Swartzlander, Assistant Finance Director Catherine Colwell, Police Chief Steve Aldrich, Public Works Director Jacki Maswary, Human Resources Manager Sandy Fenwick, Economic Development Consultant Lynn Dehlinger, City Planner Tom Harowski, and City Clerk Valerie Manning.

2. QUENTIN L. HAMPTON & ASSOCIATES ~ STORMWATER SYSTEM MASTER PLAN UPDATE

Andrew Giannini and Brad Blais from Quentin L. Hampton & Associates was present to share a PowerPoint presentation to the Mayor and City Commissioners pertaining to the stormwater Master Plan Update. The following information was discussed: the scope of work of the master plan for the stormwater, state revolving fund compatibility, existing conditions of Nova canal system, showed a graph of modeling results compared to CDM model, summary of preliminary cost and implementation schedule, map of the overall project locations, LPGA canal pump station, pumped outfalls, 8th Street and Walker Street outfalls, storage and treatment ponds, exfiltration trench projects and State/Carswell area, stormwater to reclaimed water project, summary of preliminary cost and implementation schedule, funding projects, flood control projects provide minimal peak stage reduction benefit but can reduce duration of flooding, water quality projects will need to be paired with flood control projects for permitting and grant opportunities, consider applying for FEMA grants to purchase repetitive flood structure and establish minimum finished floor for purchase before implementation of flood prevention projects.

3. ADJOURNMENT

Mayor Penny officially adjourned the workshop at approximately 9:30 pm.

____
Valerie Manning
City Clerk

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE:	**March 24, 2015**
FROM:	**Valerie Manning**
SUBJECT:	**Coast2Coast RX Card**
NUMBER:	**(ID # 1011)**
APPLICANT:	
PLANNER:	

Prescription drug card

- Coast2Coast Rx Card Marketing Agreement (PDF)
- Consent Agenda Report - Coast2Coast Rx Card Marketing Agreement (PDF)

CONSENT AGENDA

Meeting Date: March 24, 2015

SUBJECT: Coast2Coast RX Card Marketing Agreement

DISCUSSION:

The City of Holly Hill ended its prescription card program as provided through the National League of Cities in December 2012. The program was ended due to a continual drop in utilization [during the 12-month period 14 individuals utilized the card program; a total of 20 prescriptions were filled with an average savings per script of $4.19].

Recognizing the needs of our citizens, as well as their extended families, and in many cases our own employees, additional effort was put forth in order to obtain another prescription provider that would better benefit our community. As a result, we have reviewed the benefits available through Coast2Coast Rx and determined that their program offers a far broader scope of potential cost savings to program users.

- Coast2Coast's prescription drug card provides an average savings of 35% off the retail price of prescription
- Vision Program, depending upon the provider, offers discounts up to 50% on eye exams, glasses and/or contacts
- Dental Program, provides discounts up to 50% (can be used after regular dental plan benefits are exhausted)
- Hearing Program, provides discounts for hearing exams/devices up to 35%
- Veterinary Program, provides discounts for vet services up to 25% with additional discounts on pet supplies

FISCAL ANALYSIS:

Minimal fiscal impact in the form of providing a press release, distributing cards to local drug stores and providing a link via the City's web-site.

- Coast2Coast provides a $1.25/royalty to the City for each prescription filled
- The prior program did not provide a royalty; access to the program required membership in the National League of Cities (2012 cost was $1,266/year)

ATTACHMENT(S):

Copy of Agreement between the City of Holly Hill and Coast2Coast
Copy of Cost Comparison Information between Coast2Coast and NACo (its closest competitor)

STAFF RECOMMENDATION:

Staff recommends the City Commission authorize the execution of the Agreement with Coast2Coast.

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the City that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

APPROVE ENTERING INTO A CONTRACT WITH COAST2COAST RX.

Attachment: Consent Agenda Report - Coast2Coast Rx Card Marketing Agreement (1011 : Coast2Coast RX Card)

Coast2Coast Rx Card County Marketing Agreement

THIS MARKETING AGREEMENT dated this ______ day of __________, 201__, by and between **Financial Marketing Concepts, Inc.,** hereinafter "FMC" a Florida corporation, d/b/a the ***Coast2Coast Rx*** Card, with its principal place of business at: 1102 A1A North, Suite 202, Ponte Vedra Beach, Florida 32082, and City of Holly Hill, a political subdivision in the State of Florida, hereinafter "CITY" with its principal place of business at 1065 Ridgewood Avenue – Holly Hill, FL 32117.

W I T N E S S E T H:

WHEREAS, FMC has created a discount prescription card, to-wit: the ***Coast2Coast Rx*** Card, which provides discounts on prescription medications, and other ancillary discounts as outlined in paragraph #1 below, to individuals and families, and

WHEREAS, FMC can provide CITY the opportunity to offer its ***Coast2Coast Rx*** discount prescription card to its residents at no cost to the CITY, and

WHEREAS, CITY is desirous of providing the ***Coast2Coast Rx*** discount prescription card to its residents at no cost to the CITY:

NOW, THEREFORE, in consideration of the mutual terms, covenants and conditions herein contained, it is agreed as follows:

1. **Benefits.** FMC will provide its ***Coast2Coast Rx*** discount prescription card at no cost to CITY and its residents, and will pay CITY a Royalty for each prescription filled that results in a paid claim as listed on Schedule "A" hereof. In addition to the discounts on prescriptions, the card also offers discounts on dental, vision, hearing, Diabetes Savings Program, imaging and lab tests, and veterinary services, along with other complimentary discounted services that might be added in the future.

2. **Term.** This Agreement will automatically renew every year for another one (1) year term unless CITY gives FMC thirty days (30) written notice to terminate, or unless earlier terminated by default. Royalty to CITY will continue to be paid as long as CITY's residents continue to fill prescriptions under this program, as long as FMC receives its compensation for those prescriptions, and as long as this Agreement is not terminated by CITY, or CITY endorses another discount Rx card. In the event CITY terminates this Agreement or endorses another discount Rx card, then Royalty will cease. In any event, CITY may cancel this Agreement with thirty days (30) written notice for any reason.

3. **FMC's Obligations**.

a. FMC will provide to CITY and its residents the ***Coast2Coast Rx*** discount prescription card at no cost to its residents or CITY, and will pay a Royalty to CITY based on the use thereof. The Royalty will be paid at the rate as listed on Schedule "A," so long as CITY does not terminate this agreement, and has not endorsed another discount prescription card after the execution of this Agreement. In the event CITY does execute an agreement with another discount prescription card after the execution of this Agreement, the Royalty will cease.

b. FMC will print the prescription cards for the CITY at FMC's cost.

c. FMC will handle all administration of the card including the providing of monthly usage and savings reports online to CITY. FMC will assign a unique Group Code to CITY, so that CITY's usage can be tracked when the card is used at participating pharmacies, whether in CITY's geographical area or anywhere in the United States, Guam or Puerto Rico.

d. CITY can distribute its ***Coast2Coast Rx*** cards to participating pharmacies in the CITY and to other such governmental offices (such as libraries, health departments, etc.).

e. FMC will include a link on its www.coast2coastrx.com website for the CITY to link to from its website that will describe the ***Coast2Coast Rx*** card program. Using the website, CITY residents will have the opportunity to print a card; learn about all the discounts offered; search for participating pharmacies, and the toll-free number to call our Customer Service to search for the discount price of medications.

f. FMC and its Pharmacy Benefit Manager will not use any resident's information except as necessary to process prescriptions, and for no other purpose whatsoever. Neither FMC nor its Pharmacy Benefit Manager will contact, transfer, share or sell resident information to any third party. Both FMC and its Pharmacy Benefit Manager are HIPAA compliant. Neither FMC nor its Pharmacy Benefit Manager will solicit cardholders to use Pharmacy Benefit Manager's mail order unless directed to do so by CITY.

4. **Indemnification**. **FMC** shall indemnify **CITY** and hold the **CITY** harmless from any and all losses, claims, liabilities, fines, judgments or expense resulting from or in any way related to this Agreement, including but not limited to **FMC's** negligence, intentional acts or violations of any applicable law such as HIPPA.

5. **CITY's Obligations**: CITY will provide the opportunity for its residents to receive FMC's ***Coast2Coast Rx*** discount prescription card, including a press release attended by a city official on local media to announce the launch of the program.

6. **Governing Law and Venue**. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and, venue for any proceedings shall be in Volusia County.

7. **Use of CIty Seal. CITY** grants to **FMC**, and **FMC** accepts, a nonexclusive, nontransferable, limited and revocable license to use the **City Seal** in connection with the ***Coast2Coast Rx*** discount card program as described in this agreement, and specifically, but not by way of limitation, that **FMC** has the right to use the **City Seal** on the discount card, on the website, and in any letter **FMC** may provide to participating pharmacies that informs pharmacies about the program. However, other than the use of the City Seal, FMC shall make no indication that the CITY has endorsed or sponsored this program or use any other verbiage that would give such a representation, nor any indication that the program is exclusive in the CITY. All advertising or promotional material shall be reviewed and approved by the CITY prior to being used.

8. **Notice.** Any notice required by this Agreement shall be in writing, by certified mail, to the address of each party first set forth above, or at such other address as may hereafter be designated by either party in writing.

Attachment: Coast2Coast Rx Card Marketing Agreement (1011 : Coast2Coast RX Card)

9. **Entire Agreement.** This Agreement contains all the rights; duties and obligations of each party, and this Agreement may not be modified or amended except in writing, signed by both parties.

IN WITNESS WHEREOF the parties have hereunto signed this Agreement on behalf of the corporate entity for which they have legal authority to enter into.

HOLLY HILL CITY, FLORIDA

Date:_____________ BY____

Financial Marketing Concepts, Inc., d/b/a the
Coast2Coast Rx Discount Card Program

Date:_____________ By: ____
Edward W. Rahn
President/CEO

Schedule "A" FOR HOLLY HILL CITY, FLORIDA

Coast2Coast Rx Card Program Royalty Payments

FMC has offered the opportunity for HOLLY HILL CITY, State of FLORIDA to provide its residents, at no cost to CITY or its residents and their family members, the ***Coast2Coast Rx*** card program, and FMC agrees to pay CITY a royalty as follows:

> As long as this Agreement is in full force, then every time a resident or their family member purchases a prescription through a participating pharmacy using the CITY card, and FMC receives compensation for that prescription, FMC will pay CITY One Dollar and Twenty-five cents ($1.25) per paid claim on a monthly basis.

Name & title of person(s) to receive reports and royalty check every month:

____

Address: ____

City: ______________________________State: __________ Zip: _____________

Phone: __________________________ Email: ____________________________

If City Contact for ongoing matters is different than above, please provide the contact's name:

____
Name & title of contact

Address: ____

City: ______________________________State: __________ Zip: _____________

Phone: __________________________ Email: ____________________________

FMC Initials ______

City Initials ______

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: **March 24, 2015**
FROM: **Valerie Manning**
SUBJECT: **Hollyland Park Baseball Field**
NUMBER: **(ID # 1012)**
APPLICANT:
PLANNER:

Use of Hollyland Park

- Use of Hollyland Park Baseball Field - Backup Information (PDF)
- Consent Agenda Report - Use of Hollyland Park Baseball Field (PDF)

CONSENT AGENDA

Meeting Date: May 24, 2015

SUBJECT: Use of Hollyland Park Baseball Field

DISCUSSION:

The City of Holly Hill was approached by the coaches of the Sting Baseball team to have exclusive use of one of the baseball fields located in Hollyland Park. The Sting Baseball team is a member of the AAU baseball organization who finished second in the state last year.

The coaches are seeking a facility where they would have use of the fields to train these young players because use of fields in other areas is difficult to schedule. In exchange for the exclusive use of the field, the coaches will be making several repairs the field.

As part of the improvements the coaches, under the direction of Sparks Concrete, will repair the dug outs, replace the caps on the outfield fence, install blue privacy screening on the baseline fences, install new infield grass and red clay. Additionally, broken, unsafe sidewalks will be replaced at no additional cost to the city. All permits will be obtained and the city will cover the cost of the permit(s).

The City will pay for the use of the fields, utility services if needed, water for irrigation (re-claim is already being used) exclusive use of the field during the term of the agreement, use of the concession stand and ice machine and use of the maintenance equipment if operated by one of the coaches.

Currently, the fields are underutilized with only UBIC using some of the fields for kickball. The fields are in poor condition and this is a way to bring the fields up to better conditions. WE are hoping this team will bring attention to the fields and attract other users of the park for its intended purpose.

FISCAL ANALYSIS:

N/A

ATTACHMENT(S):

Agreement is attached.

STAFF RECOMMENDATION:

Approve the attached agreement.

COMMISSION GOAL:

Goal #5: Promote a small town city "branding" that focuses on the city's accessible staff and interactive use of technologies (i.e. city website), the city's business friendly approach to attract and retain business, and the city's available open space, parks, and waterfront amenities that enhance the quality of life for citizens.

MOTION:

MOTION TO APPROVE AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE ATTACHED AGREEMENT.

February 24, 2015

Pastor Josh McKeown
Daytona Church of the United Brethren in Christ, Inc.
560 Flomich Street
Holly Hill, FL 32117

RE: Exclusive use of one 200 foot baseball field at Hollyland Park.

Dear Pastor Josh,

In accordance with the City of Holly Hill contract with Daytona Church of the United Brethren in Christ, Inc.
ARTICLE I – General Conditions, Commencement, Compensation, Termination
Section 1.1 General Conditions

> *e. During program seasons, UBIC shall have first right of refusal for the ball fields at Hollyland Park. Reservation for use of the ball fields for program activities must be made ten (10) days prior to the start of a program season otherwise the first right of refusal will be forfeited for the season.*

According to the SCOPE OF WORK, the baseball season season runs from January to March and T Ball runs from February to April and kick ball runs from June to October.

I received an inquiry from a coach who is interested in using one of the 200 foot fields for the exclusive use of his traveling team. In exchange for the use of the field, the coach will be making significant repairs to the field to include repairs to the dugouts, bring in red clay, fixing the conditions of the grass and replacing the cap long the outfield fence.

Although the participants on this team are not Holly Hill residents, this is an opportunity for a traveling team to highlight the fields in Holly Hill and bring some life back into the park at least on a limited basis.

Therefore, because the contract requires UBIC to Reserve the fields 10 days in advance of the season and this request is coming in after that date as well, I am requesting your cooperation in allowing this team the exclusive use of this one field.

Sincerely,

Joseph Forte
City Manager, Holly Hill

C. Mayor and Commissioners, City of Holly Hill
Scott Simpson, City Attorney
Jacki Maswary, Public Works Director, Holly Hill
Kurt Swartslander, Finance Director, Holly Hill

The City of Holly Hill

Joe Forte <jforte@hollyhillfl.org>

UBIC use of a base ball field 2015.docx

1 message

Josh <pastorjosh@ubicacademy.com> Tue, Mar 17, 2015 at 8:38 AM
To: "jforte@hollyhillfl.org" <jforte@hollyhillfl.org>

This looks fine. Of course I have no problem allowing this team to have sole access to the one field. If it helps the city I'm on board. The athletic schedule has changed a little bit. Over the years that we've been running HHYAL we found that removing certain sports up or back a few weeks here or there brings more kids to the program.

Our next sport is baseball that we should be starting within the next couple weeks. Thanks again for keeping me in the loop. Let me know if there's anything else I can do for you.

UBIC Pastor Josh

UBIC use of a base ball field 2015.docx
13K

Attachment: Use of Hollyland Park Baseball Field - Backup Information (1012 : Hollyland Park Baseball Field)

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: March 24, 2015
FROM: Valerie Manning
SUBJECT: Lien Reduction or Waiver Policy
NUMBER: (ID # 1013)
APPLICANT:
PLANNER:

Request for lien reduction and waiver policy

- CODE ENFORCEMENT LIEN REQUESTS FOR REDUCTION or WAIVERS POLICY - March 2015 (PDF)
- Resolution 2015-R-20 - Code Enforcement Lien (PDF)
- Consent Agenda Report - Resolution 2015-R-20 - Request for Lien Reduction or Waiver (PDF)

CONSENT AGENDA

Meeting Date: May 24, 2015

SUBJECT: Request for Lien Reduction or Waiver

DISCUSSION:

The City of Holly Hill periodically receives requests to reduce or waive a code enforcement lien placed on a property by the Special Master. The attached Resolution and Policy describes the process for which a request may be made.

FISCAL ANALYSIS:

N/A

ATTACHMENT(S):

Resolution 2015-R-20
Policy

STAFF RECOMMENDATION:

Approve the attached Resolution and Policy

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

APPROVE RESOLUTION 2015-R-20, ADOPTING FORMAL PROCEDURES FOR THE CITY TO UTILIZE WHEN EVALUATING A REQUEST TO WAIVE OR REDUCE A CODE ENFORCEMENT LIEN.

CODE ENFORCEMENT LIEN REQUESTS FOR REDUCTIONS or WAIVERS

A. PURPOSE. To establish policy/procedure for the City Commissioners in reducing or waiving Code Enforcement Liens.

B. REDUCTION/WAIVER REQUESTS

1) All requests for the City Commissioners to reduce or waive code enforcement liens shall be filed with the City Manager. All requests shall be in writing addressed to the City Manager, shall state all facts relevant to the request, and shall be accompanied by the order imposing a lien upon the property.

2) Upon receiving a sufficient request, the City Manager shall review the request in accordance with the following guidelines established by the City Commissioners.

a) If a property owner has purchased property on which a lien was recorded, a waiver of reduction on lien shall not be granted, in such cases, the lien should have been considered in reaching a purchase price.

b) If a title insurance policy is issued upon the purchase of the property and the title insurance policy failed to identify or consider the lien, a waiver or reduction in lien shall not be granted. In such cases, the lien should have been discovered by the title insurer and providing a reduction of waiver would place the City in the position of indemnifying the title insurer against its losses, which losses should be reflected in premium charges.

c) A request for a waiver or reduction in lien shall not be granted if the City Commissioners has previously reduced the amount of the lien. This statement applies whether or not the request is received from the original applicant for reduction or subsequent applicant.

d) If a lending agency receives a Certificate of Title through foreclosure and the City's lien was not discharged by law for whatever reason, the new owner shall be responsible for the full lien amount as either the City's lien had priority over the foreclosed mortgage or the City was mistakenly not named in the foreclosure proceeding.

3) If the City Manager determines that the request fails any one of the above-established guidelines, the City Manager shall issue a written denial of the request. If the applicant wishes to appeal the City Manager's decision to the Board, the applicant may do so by filing a written appeal with the City Manager stating why the Board should make an exception to its established guidelines and reduce or waive the lien. Upon receipt of a proper appeal, the City Manager shall present the information to the City Commissioners at a regular meeting for their consideration and final determination.

4) If the City Manager determines that the request does not fail any of the above-established guidelines, the City Manager shall review the request by evaluating:

- **a)** the amount of the lien as compared to the value of the property
- **b)** the actions taken, or not taken, by the property owner in attempting to abate the code violation
- **c)** the amount of staff time expended to bring the property in compliance

5) The City Manager shall present the information to the City Commissioners at a regular meeting for their consideration and final determination.

6) When liens are satisfied as a result of either full payment, reduced payment, or waiver as directed by the City Commissioners, the City shall provide the property owner with the lien satisfaction instrument and shall be the property owner's responsibility to record the instrument in the official County land records and to provide a certified copy of the recorded instrument to the City.

7) If a code enforcement lien is discharge by operation of law through foreclosure, bankruptcy, etc., and the code violation still exists at the conclusion of the legal proceedings, the City will commence a new code enforcement action against the property owner.

8) The City shall only waive a code enforcement lien in extraordinary circumstances, such as the illness or death of the owner, owner out of the country for an extended time, such as military deployment or other circumstances in which the City Commission determines would warrant a waiver of the code enforcement lien. At a minimum the City should be reimbursed the documented or estimates cost with 3rd party contractors and City staff time in dealing with the code enforcement issue. Cost reimbursement would also include time expended by the city attorney, city engineer, city surveyor, etc.

9) A reduction in a code enforcement lien shall always be contingent on and shall not become effective until the City is paid the full amount of the reduced code lien.

RESOLUTION NO. 2015-R-20

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING FORMAL PROCEDURES FOR THE CITY TO UTILIZE WHEN EVALUATING A REQUEST TO WAIVE OR REDUCE A CODE ENFORCEMENT LIEN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City routinely receives requests to reduce or waive code enforcement liens; and

WHEREAS, the party making the request can vary from the owner who violated the code resulting in the code fine, a new owner or prospective purchaser of the property; and

WHEREAS, the City Commission believes that it is best to have a formal procedure to guide City staff and the Commission in evaluating and taking action on requests for reductions or waivers of Code fines.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTOIN 1. The City Commission hereby adopts the Code Enforcement Liens Requests For Waivers/Reductions Policy attached hereto marked as Exhibit A.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

The within and foregoing Resolution was read before the City Commission of the City of Holly Hill, Florida, at its regular meeting held in commission chambers at City Hall, 1065 Ridgewood Avenue, Holly Hill, Florida, on the 24th day of March, 2015.

It was moved by Commissioner ______ and seconded by Commissioner ______ that said Resolution be adopted. A roll call vote of the Commission on said motion of the Resolution resulted as follows:

ROLL CALL VOTE AS FOLLOWS: (Resolution 2015-R-20):

Mayor John Penny	___________
Commissioner Arthur J. Byrnes	___________
Commissioner Penny Currie	___________
Commissioner John F. Capers	___________
Commissioner Elizabeth Albert	___________

ADOPTED THIS 24th DAY OF MARCH, 2015.

WHEREAS, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 24th day of March, 2015, for the purpose of authenticity as is required by law.

City of Holly Hill, Florida

____
John Penny, Mayor

____
Joseph Forte, City Manager

Attest:

____
Valerie Manning, City Clerk

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: **March 24, 2015**
FROM: **Valerie Manning**
SUBJECT: **Pro Pathways Middle School Property**
NUMBER: **(ID # 1006)**
APPLICANT:
PLANNER:

The SALE of a portion of 1200 Center Avenue by negotiations.

- Option 2 - Resolution 2015-R-18 - CRA mtg - Partial Sale of Property - 1200 Center Avenue (DOC)
- PP Proposal Middle School (PDF)
- Option 1 - Resolution 2015-R-18 - CRA mtg - Partial Sale of Property - 1200 Center Avenue (PDF)
- Agenda Report - CRA mtg - Resolution 2015-R-18 - Pro Pathways Middle School Proposal (PDF)

REQUEST FOR COMMISSION ACTION

Meeting Date: March 24, 2015

SUBJECT: CRA MTG – Lease and/or Sale of City Owned Property at 1200 Center Avenue

DISCUSSION:

The Commission is requested to review and direct Staff regarding a proposal received to acquire the former middle school property.

Pro-Pathways Center of Excellence proposes to provide a full time sports academy to serve student athletes in grades 4th through 10th. Their focus sports are soccer, volleyball, basketball and lacrosse. The full time sports academy is designed to prepare talented children for successful collegiate and professional sports careers. They plan to combine an accelerated and intense athletic development curriculum with a nationally recognized rigorous academic program through Florida Virtual School. The group also plans to offer recreational team sport programs for the children of the community, and activities and programs for senior citizens.

Pro-Pathways plans to re-use the existing gymnasium and media center, and take immediate remedial actions to bring both of the buildings up to an acceptable standard for their use.

A new HVAC mechanical system, a new roof for the gymnasium and the addition of locker rooms and restrooms will be installed. A construction estimate of costs required for the buildings is included. The total estimate is $499,042.60.

There are two separate deal structures for consideration:

1. Negotiate a purchase agreement to sell the property for $60,000 per acre. The agreement would stipulate that the purchase is for the 19+/- acres available. If the additional 6+/- acres currently under contract to a multi-family developer does not close, however the additional acreage would be available for purchase also at $60,000 per acre.
2. Lease the property for three years with an option to purchase the property. Lease terms proposed are $12,000 per annum for the first year, $24,000 per annum for the second year, and $36,000 per annum for the third year, with Pro-Pathways responsible for all property taxes. At the end of the three years, the property would be available for purchase at $68,420 per acre.

Both proposals include a request for the City to reimburse Pro-Pathways $75,000 prior to opening the academy for repairs and improvements including a new roof on the gymnasium and the mold remediation. Due to academic calendars, the schedule requested by Pro-Pathways is critical to the agreement. The complete proposal submitted by Pro-Pathways Center of Excellence is included.

<u>Background</u>:

The CRA Master Plan states: "the City of Holly Hill will be redeveloped as a City that has a strong urban and civic core which reflects traditional and family values; is business friendly supporting employment opportunities and services; protects and enhances residential areas; is environmentally sensitive, supporting green building and conservation initiatives; and provides quality parks, recreation programming and open spaces."

The purchase of the twenty five (25) acre site, located at 1200 Center Avenue, and the expansion of the boundary of the CRA district to include this site were recommended by the CRA Master Plan. The property was purchased in January of 2012 for $1,500,000.

In May 2012 the City of Holly Hill hired Smith + Murray Studios, Inc. to complete an analysis and recommend preferred development plans for the property. This development plan was approved by the City Commission and incorporated into the CRA Master Plan in December, 2013. The preferred development scenario included a healthy lifestyle concept to promote active, multi-generational and community oriented uses.

Private sports and recreation complexes have become increasingly popular for club sports, training, and tournaments, and the Ocean Center currently hosts volleyball, cheerleading, and gymnastics tournaments annually.

This use of the property is within the scope of the adopted development plan, and is consistent with the CRA Master Plan.

FISCAL ANALYSIS:

As described above.

ATTACHMENT(S):

- Full report and backup documents available for review in the City Clerk's Office.
- Resolution 2015-R-18

STAFF RECOMMENDATION:

The lease option is not recommended based on the continuing liability of the City in regards to the property. Staff also does not recommend any reimbursement of repairs expended on the property or payment of outside brokerage fees due to the discounted price offered,
Therefore, Staff recommends that the Commission authorize the City Manager to negotiate and execute a contract subject to a sale of the property AS IS at $60,000 per acre for 19 acres, with the option to include the additional 6 acres currently under contract at $60,000 per acre prior to closing. The contract's business terms to include a 90 day inspection period, a financing contingency and with closing to occur 30 days thereafter.

COMMISSION GOAL:

Goal #3: Implement the CRA master plan with a focus on the best utilization of vacant properties and blighted properties in the city. Attention should also focus on infrastructure improvements within the district and strategies to encourage private investment and business retention.

MOTION:

APPROVE RESOLUTION 2015-R-18, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT FOR SALE OF THE PROPERTY AS IS AT $60,000 PER ACRE BASED ON A NINETY DAY INSPECTION PERIOD, A FINANCING CONTINGENCY AND WITH CLOSING TO OCCUR 30 DAYS LATER.

Option 1

RESOLUTION NO. 2015-R-18

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE SALE OF A PORTION OF THE CITY PROPERTY LOCATED AT 1200 CENTER STREET BY NEGOTIATED SALE; AND WAIVING ANY AND ALL BIDDING REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City owns the property located at 1200 Center Street (Subject Property); and

WHEREAS, the City has located a buyer to purchase approximately nineteen acres of the Subject Property; and

WHEREAS, the City recognizes the fact that this property is being developed to provide a mixed use environment consisting of a sports academy and compatible uses; and

WHEREAS, the City Commission believes it is in the best interest of the City to lease and sell the Subject Property through negotiated sale under these circumstances.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The Community Redevelopment Agency hereby approves leasing and selling the real property located at 1200 Center Street by negotiated sale price, and authorizes the Mayor and City Manager to negotiate and execute a purchase and sale agreement and waives any requirement to obtain bids for the sale of said property.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

The within and foregoing Resolution was read before the Community Redevelopment Agency of the City of Holly Hill, Florida at its regular meeting held in Commission Chambers at City Hall, 1065 Ridgewood Avenue, Holly Hill, Florida on the 24th day of March, 2015.

It was moved by Commissioner ___ and seconded by Commissioner ___ that said Resolution be adopted. A roll call vote of the Commission on said motion of the Resolution resulted as follows:

ROLL CALL VOTE AS FOLLOWS: (Resolution 2015-R-18):

Mayor John Penny	___
Commissioner Arthur J. Byrnes	___
Commissioner Penny Currie	___
Commissioner John F. Capers	___
Commissioner Elizabeth Albert	___

ADOPTED THIS 24th DAY OF MARCH, 2015.

WHEREAS, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 24th day of March, 2015, for the purpose of authenticity as is required by law.

City of Holly Hill, Florida

____
John Penny, Mayor

____
Joseph Forte, City Manager

Attest:

____
Valerie Manning, City Clerk

Option 2

RESOLUTION NO. 2015-R-18

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE LEASE AND SALE OF A PORTION OF THE CITY PROPERTY LOCATED AT 1200 CENTER STREET BY NEGOTIATED SALE; AND WAIVING ANY AND ALL BIDDING REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City owns the property located at 1200 Center Street (Subject Property); and

WHEREAS, the City has located a buyer to lease with an option to purchase approximately nineteen acres of the Subject Property; and

WHEREAS, the City recognizes the fact that this property is being developed to provide a mixed use environment consisting of a sports academy and compatible uses; and

WHEREAS, the Community Redevelopment Agency believes it is in the best interest of the City to lease and sell the Subject Property through negotiated sale under these circumstances.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission hereby approves leasing and selling the real property located at 1200 Center Street by negotiated sale price, and authorizes the Mayor and City Manager to negotiate and execute a lease and option to purchase agreement and waives any requirement to obtain bids for the sale of said property.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

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ROLL CALL VOTE AS FOLLOWS: (Resolution 2015-R-18):

Mayor John Penny	___
Commissioner Arthur J. Byrnes	___
Commissioner Penny Currie	___
Commissioner John F. Capers	___
Commissioner Elizabeth Albert	___

ADOPTED THIS 24th DAY OF MARCH, 2015.

WHEREAS, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 24th day of March, 2015, for the purpose of authenticity as is required by law.

City of Holly Hill, Florida

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Pro-Pathways
Center of Excellence

Holly Hill Campus

Table of Contents

Company Overview: Pro-Pathways Center of Excellence, Holly Hill Campus

Professional Pathways are excited to reveal a portion of the proposed plans to utilize the land and space available in Holly Hill; and to serve the local community in a number of unique, exciting and pioneering ways. Professional Pathways LLC is an industry leader in the field of sport management, event planning, and sports marketing. Internationally recognized, with some of the most qualified and experienced staff in the nation, Professional Pathways continues to stay ahead of the curve with new initiatives and youth programs for local communities.

Staff Bios

Ryan Maloney ï Owner/Executive Director

Ryan founded PSP in 2013 to create opportunities for talented young soccer players to become exposed to higher levels of soccer. Ryan came through the Academy system at Bolton Wanderers FC before going on to play as a professional for Bolton and Bury FC; he then went on to become a two time All American for Embry-Riddle. He has played professionally in the USA for Atlanta, Orlando, and Jacksonville, winning numerous accolades for his on field success.

Ryan holds a NSCAA National Diploma, NSCAA Level 5 and 6 Licenses, UEFA B License, an FA How to Run a Club license and an FA Equality and Diversity qualification and an FA Child Psychology Certificate. Ryan has also served as the Academy Director at PDA-Florida, a technical coach for West Ham United International Academy and has coached at the collegiate level for Embry-Riddle University.

He graduated from Embry-Riddle in 2010 with a Bachelorôs degree in Business and Communications and completed his Masterôs of Science in Strategic Management in 2014.

Sean Stern ï Director of Athletic Operations

A native of Temple, Texas, Stern started his collegiate career at the University of South Florida and closed it out as a first team All-American Southwest Conference honoree at McMurry University in his home state in 2003. Stern went on to play professional, enjoying stints with CF Monterrey, Dallas, Texas Spurs and Austin Lightning before a series of injuries brought his career to an end.

Stern has an extensive coaching resume, which includes current appointments as a Director with West Ham United Technical Soccer Centers and a Staff Coach with PDA-Florida. He has developed numerous players to successful careers at the collegiate level, including five players who have graduated to the professional ranks in North America, Mexico, and Europe. Before relocating to Florida, Stern served as a staff coach with the NTSSA and ASSA Olympic Development Programs the Associate Head Coach of the menȏs and womenȏs soccer programs at McMurry, and the Director of Coaching and Academy Coordinator for the Abilene Soccer Club and Big Country Soccer Association.

Stern holds an NSCCA Advanced Diploma, a USSF National D License, an English FA Child Psychology Certificate Level 1, an NSCAA/English FA Sports Psychology Certificate, and is a Level 1 Youth Fitness Specialist through the IYCA. He graduated from McMurry with a bachelorȏs degree in Exercise and Sports Science and is currently pursuing his Doctorate in Bio-Mechanics.

Under the Professional Pathways umbrella falls;

PSP (Pro Sports Pathways) - PSP organizes elite level sports camps, tournaments, international tours, professional try outs, personalized college visits and more. PSP also maintains many healthy relationships with professional sports clubs, athletes and coaches.

PSP have placed over 25 student athletes into college sports programs at institutes including Embry Riddle University, St John’s University, Clemson University, Georgia State University, Florida State University, and many more. Having professional relationships with Athletic Directors and Head Coaches within collegiate programs across the USA has allowed for PSP to consistently provide opportunity for student athletes.

PSP has also sent a number of youth players overseas for professional try-outs at clubs such as Liverpool (UK), West Ham (UK), Elche (Spain), Orebro (Sweden), Bayern Munich (Germany). PSP takes great pride with its ability to maintain a working relationship with clubs of such stature.

Pro-Pathways Center of Excellence - The COE is a full time sports academy, completely unique to any other sports program in the USA. The COE serves student athletes in grades 4th through 10th. The current (2014/2015) student population represent eight counties, from St Johns, to Volusia, to Lake County.

The Pro-Pathway's Center of Excellence has combined an accelerated and intense athletic development curriculum with a nationally recognized rigorous academic program through Florida Virtual School. Members of the Soccer School are talented, motivated student-athletes from across North and Central Florida who train daily to develop their talent and maximize their potential. Pro-Pathway's Center of Excellence serves committed student-athletes in grades 4 through 10, and provides a platform for exceptional young soccer players to reach their goals of playing in college and beyond.

This comprehensive school program provides a developmental environment, similar to those found in youth academies at professional soccer clubs around the world. The full-time school provides players with a full nine months of consistent, high level development, training, and education. This soccer-specific program includes a daily regimen of individual and group training, soccer specific conditioning, speed and strength training, and an ongoing, individualized assessment and feedback process.

Pro-Pathway's Center of Excellence athletic curriculum also includes weekly mental conditioning, vision and awareness training, nutritional coaching and sessions on leadership and life skills; Pro-Pathways Center of Excellence's student-athletes are provided with the complete advancement package that allows all of its student athletes to pave their own pathway to a successful collegiate and professional sports careers.

To develop each and every student, person and player, the Pro-Pathways Center of Excellence is built on the principles of leadership, determination, respect, teamwork and commitment to create an environment that will allow all players to maximize their abilities on the pitch, and in life. The Pro-Pathways staff will instill a confidence within each player that will allow him/her to create a dream goal, while providing the tools to help turn those dreams into a reality.

In our unique and exclusive environment our student-players are surrounded by likeminded, goal oriented young people and, therefore, are able to build a strong academic, athletic and social foundation; a foundation that prepares each student-athlete for a future beyond the soccer field.

By utilizing the nationally acclaimed Florida Virtual School academic curriculum, the Pro-Pathways Center of Excellence provides a student-centered, individualized schedule allowing

student--athletes and their parents more control of their college preparatory education.

Partnerships

Professional Pathways has a number of notable professional and corporate partnerships, including (but not limited to) League Managers Association, Professional Footballers Association, National Coaches of America Association, United States Soccer Federation, The Football Association, Florida Virtual School, Spectrum Learning Marketplace, Radiology Associates Imaging, Atlantic Spine Center, Embry Riddle Aeronautical University.

Professional Pathways aims to utilize the property at 1200 Center Ave, Holly Hill, and the surrounding 20 acres to create a mixed use, elite level, sports facility and create a sporting/recreational hub for young athletes from in and around the local area. Professional Pathways has numerous staff members who are extremely influential within local youth sports and, as a company, we are extremely confident that, by having a facility with such potential, we can create an exciting, safe and fun environment that will cultivate focused, driven, goal orientated young adults.

1.2. COE Core Values, Mission, Vision, Goals

The Center of Excellence's mission is to provide each student-athlete with a complete tool set and advancement package that allows all of its student athletes to maximize potential and pave their own pathway to a successful collegiate and professional sports careers.

The goal for the COE is to provide an environment, experience and unique opportunities that ensures that its student athletes maximize potential to graduate as better people, better students, and better athletes.

By doing so, we believe that EVERY student athlete enrolled with the COE should be in a position to pave their own pathway when deciding upon further education and athletic opportunity.

1.3. COE Holly Hill Campus

By utilizing the space available in the city of Holly Hill, the COE can project the following enrollment numbers.

[Holly Hill Campus]

2015/2016	85 students, grades 5 through 10
2016/2017	120 students, grades 4 through 11
2017/2018	200 students grades, 4 through 12 Adding a number of different sports to the middle school grade levels allows for the COEs steady and continuous growth.
2018/2019	350 Students, grades 4 through 12, serving mixed sports at all grade levels.

Using the above numbers, at a rate of $5,000 per year in tuition fees, PSP project the following COE revenue.

2015/2016	$425,000
2016/2017	$600,000
2017/2018	$1,000,000
2018/2019	$1,750,000

With the facilities and space available in the Holly Hill area, the COE would create a sports academy and mixed sports facility, attracting athletes from around the State, County and World.

In addition to the COE related revenue, PSP estimate additional revenue to exceed $150,000 per year through tournaments and camp programs.

2. City Partners

Professional Pathways is built upon the foundation of community, values, morality and trust. As a company, we surround ourselves with people who have an innate need and want to give back, pass on knowledge, nurture the passion and drive of today’s youth and provide opportunities to all walks of life. In order to best serve the community we believe it is a necessary to become a part of that community, becoming partners and working with the city is something we view as essential to the continuous growth of the company.

In order to provide a mutually beneficial relationship, PSP plan to work with and assist the city of Holly Hill by providing the following opportunities. PSP would also be open and happy to provide meeting/event space to the city should they need/request the facility on set dates.

2.1. Community Outreach

Jr programs – PSP will build and manage mixed sports programs for the preschool aged children of the community, promoting healthy living and active lifestyles at an early age.

Special Olympics – PSP will provide opportunities for the members of Holly Hills physically and mentally challenged community by running specific programs, allowing those individuals to also feel a part of the community and involved in sporting events in the area.

Senior Citizens – PSP would be able to provide opportunities to all members of the public. Sporting and/or recreational activities for all ages can be run out of the Holly Hill COE facility, providing more opportunity for everyone.

2.2. Additional City Incentives

Establishing a Sports Academy and Center in Holly Hill, would allow Professional Pathways to implement attractive, lucrative and community enhancing initiatives to the City of Holly Hill, and its residents.

International Sports Tournaments
Elite level Summer/winter camps
Sports Clubs
Recreational Sports

With these types of initiatives comes significant financial reward for the surrounding area and local businesses. Based on the following information, we have provided an estimate on those potential gains.

The following numbers are based on the assumption that each player has two parents accompanying them for the duration of a two day tournament that each person has a budget of $35 per day for food and 3 members of each party utilize one hotel room at the rate of $89 per night.

Tournaments

Sport	# of teams	Players	Members	food	hotel	x	Total
Soccer	30	18	1620	$113,400	$48,060	4	$645,840
Volleyball	10	15	675	$47,250	$20,025	2	$132550
Basketball	15	10	450	$31,500	$13,350	3	$134550
Lacrosse	15	15	675	$47,250	$20,025	2	$134550
							$1,047,490

Elite Level Summer/Winter Camps

PSP has a successful track record of running elite level camps by attracting big name athletes and coaches. Hosting world renowned athletes and teams at the Holly Hill campus will provide a wide range of marketing and publicity opportunities for both the City and PSP.

Sports Clubs

PSP and its experienced staff aim to build and manage a number of youth sports clubs in the area, clubs including Soccer, Volleyball, Basketball, and more. Using knowledge and experience in youth sports in the Daytona Beach/Holly Hill area, we are aware of the lack of opportunity for young athletes to be a part of a high level organized sports club. PSP hope to provide that opportunity in abundance.

Rec Sports

Grass roots sports is arguably the most important phase of sporting development. Without the recreational level as a foundation, players and clubs cannot continue to grow at a rate adequate enough to progress players through to college and pro levels. However, more importantly, this is the phase in which a young player learns to love a sport, by creating a safe, fun and exciting environment, players are able to develop a lasting passion for a game, one that will last a lifetime. PSP aim to provide Holly Hill will a number of recreational team sports that will promote active lifestyles and fun recreation and family time.

3. Employment

PSP would be creating numerous, varied full time and part time positions.

2015/2016	2016/2017	2017/2018
Teachers - x 3	Teachers - x6	Teachers – x10
Teaching assistants – x5	Teaching assistants – x7	Teaching assistants – x10
Coaches – x 4	Coaches – x8	Coaches – x10
Facility Manager – x1	Facility Manager – x1	Facility Manager – x1
Tournament Directors – x3	Tournament Directors – x4	Tournament Directors – x5
Club Directors – x3	Club Directors – x5	Club Directors – x5
Rec sports Directors – x2	Rec sports Directors – x3	Rec sports Directors – x3
Maintenance – x2	Maintenance – x3	Maintenance – x3
Groundskeeper – x2	Groundskeeper – x2	Groundskeeper – x3
Drivers – x2	Drivers – x3	Drivers – x5
Total – 26	**Total – 42**	**Total - 55**

4. Initial Building Requirements:

MEDIA CENTER		
Landscaping/ Irrig. Allowance	LS	$10,000.00
Remove and Replace Carpe	7000 sqft	$21,000.00
New Vinyl Base	1000 lnft	$1,800.00
VCT Flooring	2000 sqft	$3,800.00
Paint Interior Walls	7500 sqft	$5,625.00
Paint Ceiling Grid (spray)	LS	$1,080.00
Remove and Replace Ceiling Tile	9000 sqft	$11,700.00
Mold Remediation Allowance LS		$5,000.00
Door Hardware Allowance	10 Doors	$3,500.00
HVAC Unit and Duct Connection	1 LS	$25,000.00
Electrical, Data Allowance	1 LS	$8,100.00
Brighthouse Backbone	1 ea	$0.00
Plumbing Fixture Allowance 1 LS		$1,500.00
Glass Repair Allowance	1 LS	$750.00
Final Cleaning	9000 sqft	$2,250.00
Sub Total		$101,105.00

BATH/ RESTROOM BUILDING		
Modular 63'x11'-8" Building deliver& install & tax	735 sqft	$99,045.00
Concrete Foundations	10 cyds	$3,500.00
Grading for unit	153 SQYDS	$400.00
Underground Utilities	LS	$4,000.00
Compacted Fill	50 CUYDS	$500.00
Sidewalks 4"	1165 sqft	$4,660.00
Canopy Foundations	40 cyds	$4,050.00
Wood Deck and Ramp for Bathouse	650 SQFT	$9,750.00
Electrical and Security to Bathhouse	LS	$14,795.00
Aluminum Canopies	Allowance	$25,000.00
Layout Crew	4 HRS	$440.00
Sub Total		$166,140.00

GYM BUILDING		
Re-Roof Gym (Estimate from VCSB)	7000 sqft	$70,000.00
Door Hardware Allowance	8 ea	$2,800.00
Clean, Caulk and Paint Exterior	7000 sqft	$10,000.00
Paint Interior Walls	7000 sqft	$7,000.00
Electrical Allowance	LS	$2,700.00
There is no A/C or Heat in this Building	****	
Replace Concession Windows Allowance	LS	$3,000.00
Sub Total		$95,500.00

SITE RELATED WORK		
Demo 4'-0" Fence Removed from Site	1000 LNFT	$2,000.00
Fencing 6'-0" High Galvanized	1000 LNFT	$16,000.00
Gates 6'-0"	3 PAIR	$3,900.00
Signage	Allowance	$5,000.00
Layout Crew	4 HRS	$440.00
Parking Lot Lighting Test and Repair Allowance	LS	$1,350.00
Parking Lot Re-Stripe & Signage Allowance	LS	$3,500.00
Sub Total		$32,190.00

GENERAL CONDITION ITEMS	12 WEEKS	$17,160.00
Phone		$200.00
Temporary Toilets		$300.00
Dumpsters	5	$1,500.00
Enhanced Cleaning of Buildings Allowance	Media & Gym	$4,000.00
SUB TOTAL		$23,160.00

TOTAL		$418,095.00
CM OH&P	8%	$33,447.60
DESIGN FEES		$7,500.00
CONTINGENCY		$40,000.00
GRAND TOTAL		**$499,042.60 - $75,000 = $424,042.60**

Professional Pathways understands that items listed in blue are required structural improvements and asks the city of Holly Hill to invest into those items as the partnership is formed between Holly Hill and Professional Pathways.

5. Purchase Proposal

Professional Pathways would like to present the city of Holly Hill with two separate and unique acquisition proposals, in the hopes of reaching agreeable terms for all parties.

Acquisition

Professional Pathways would also be happy to open negotiation with the city of Holly Hill in regard to a more imminent purchase under the following terms.

1. 2015 Full Property Purchase – $1,500,000
   The above terms would be contingent on Professional Pathways purchasing the entire property (all existing buildings and land of approximately 25 acres).

2. 2015 Partial Property Purchase- $1,100,000
   The above terms would be contingent upon Professional Pathways purchasing approximately 19+- acres of land with existing buildings, exclusive of the corner parcel.

Lease with option

Professional Pathways would agree to lease the property at the following rate, after financing the required improvements/modifications. Professional Pathways would then, under these terms, hope to secure the listed purchase price for the duration of the lease, with the option to purchase the property in 2018.

1. Lease to Own (on the 19+- acres)
   2015/2016 - $12,000 per annum (+ taxes)
   2016/2017 - $24,000 per annum (+ taxes)
   2017/2018 - $36,000 per annum (+ taxes)
   2018
   Purchase price - $1,300,000
   Deposit – $150,000

**Professional Pathways is represented by Margaret Sheehan Jones, of Parkside Realty Group.*

Future Investment

Professional Pathways has a contingency plan to add numerous features to the property in the near future to both increase the level of service, and improve the property. Some of the proposed items listed within that plan are:-

- Indoor training facility
- Swimming pool
- On site accommodation (dormitory style)
- Renovated athletic track
- Continuous field improvement
- Flood lighting
- Weight room / Gym
- Locker rooms
- Stadium seating

6. Schedule

Due to Academic calendars and the schedule of the COE, the timeline for completion will be a defining factor in the process. Listed below are the completion dates that have potential to suit the needs of the COE.

July 2015
December 2015

Ideally, our timeline of events would be

Feb 23-27 – Finalize construction bids
March 24 – Commission acceptance of Proposal
April 1– Finalize contractual agreements
April 10- Phase one of construction
July 20 – 24 – Final phase
August 10-14 – Ribbon cutting

City Commission
1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

VARIANCE (ID # 1014)

Meeting: 03/24/15 07:00 PM
Department: City Commission
Category: Public Hearing
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:
DOC ID: 1014

1580 Riverside Drive

Variance request for 1580 Riverside Drive - Applicant: Ray Plate

REQUEST FOR COMMISSION ACTION

Meeting Date: March 24, 2015

SUBJECT: **PUBLIC HEARING – VARIANCE REQUEST** – 1580 Riverside Drive – Applicant: Ray Plate

DISCUSSION:

The applicant is seeking a variance to allow construction to extend five feet into the required front yard for construction of a room addition and general remodeling of the existing house.

The total area in the required front yard affected by the proposed construction is about 33 square feet.

The Board of Planning and Appeals heard this case at their regular meeting of March 2, 2015 and recommended the City Commission grant the variance.

FISCAL ANALYSIS:

This has no budgetary impact on the City. The item is neither an expenditure nor related to a revenue.

ATTACHMENT(S):

Board of Planning and Appeals staff report
PowerPoint presentation
A support letter from one neighbor

STAFF RECOMMENDATION:

Approve the requested front yard variance.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

APPROVE A VARIANCE OF FIVE FEET FROM THE REQUIRED FRONT YARD SETBACK OF 35 FEET TO ALLOW CONSTRUCTION WITH A TRIANGULAR AREA OF APPROXIMATELY 33 SQUARE FEET TO OCCUR WITHIN THE REQUIRED FRONT YARD SETBACK.

STAFF REPORT

City of Holly Hill

Community Development Department

Board of Planning and Appeals
Agenda Item

DATE:	**MARCH 2, 2015**
SUBJECT:	**1580 RIVERSIDE DRIVE VARIANCE**
APPLICANT:	**RAY PLATE**
NUMBER:	**V-2015-01**
PLANNER:	**THOMAS HAROWSKI, AICP**

INTRODUCTION:

The applicant is requesting a variance of five feet to allow a residential addition to be constructed 30 feet from the front property line instead of the required 35 feet. The five foot incursion into the required front yard is the closest point to the front property line of a triangular area that totals approximately 33 square feet. This is another request similar to the properties we have been addressing in the R-1 Single-Family Residential District.

BACKGROUND:

The property owner had previously applied for a building permit to make a substantial addition to the existing dwelling as well as make a number of necessary repairs to the structure including roof upgrades. As shown on the attached site layout, the existing house lies on an angle with the front property line so that the northeast corner of the structure is closer to the street than the rest of the building. The applicant designed a room addition measuring 15' x 25.7' to be extended from the front of the structure. The particular alignment of the building and the desired room addition forces the front corner of the proposed addition into the required yard area. A zoning review of the application identified the need for a variance to allow construction of the addition as planned.

The applicant had designed the structure based on the setback being measured from the edge of pavement, however, this is the wrong point of measurement. The setback is required to be measured from the property line which is about 13 feet closer to the structure. The attached drawing shows the proposed addition area marked in yellow. The front corner of the existing dwelling is approximately at the required setback line, and the parallel dashed line shows the projection of the proposed structure into the required front yard.

STAFF REPORT

City of Holly Hill

Community Development Department

DISCUSSION:

This issue is similar to other setback issues in the R-1 District that the Board has been addressing. At the last meeting the Board requested staff to begin an analysis of the current setback requirements in the R-1 District, and this review is underway. In considering this application, staff looked at all of the houses fronting on Riverside Drive in the block between 15th Place and Flomich Street. The applicant's property lies within this block. There are 12 residential parcels within this block including four parcels on the east side of Riverside Drive. Of these parcels, one is undeveloped, and the four units on the east side of Riverside Drive appear to meet the required setback. Of the seven houses on the west side of Riverside Drive, three appear to meet the setback and four do not. The two houses on the corner lots fail to meet the required setback on either street frontage.

(The methodology used to make the determination of compliance used the survey data provided by Mr. Plate to set the distance of his structure from the edge of pavement, and then using the measurement tool and aerial photographs on the Volusia County Property Appraiser's Office website to determine the approximate location of the other structures. This application gives a reasonable estimate of compliance in the absence of a survey for each property.)

Mr. Plate claims he was advised by City staff to measure the required setback from the edge of pavement, which in this case is different than the actual property line. Therefore the design of the structure was based on an incorrect measurement point.

The applicant has provided a response to the questions asked as qualifications for the variance. There are no issues with regard to the comprehensive plan, and the analysis above suggests that a small extension of the dwelling into the required front yard is in character with other homes in the immediate vicinity where about one-third of the units do not meet the current setbacks

The applicant has stated that the orientation of the house relative to the front property line makes it difficult to do an addition without at least some incursion into the required front yard. This is a condition that predated the current owner. In an ideal circumstance the owner could re-design the proposed addition to extend more toward the southwest, but a re-design would not address the issues of room depth described in the application and it does not take into account any structure concerns about tying into the main structure.

STAFF REPORT

City of Holly Hill

Community Development Department

RECOMMENDATION:

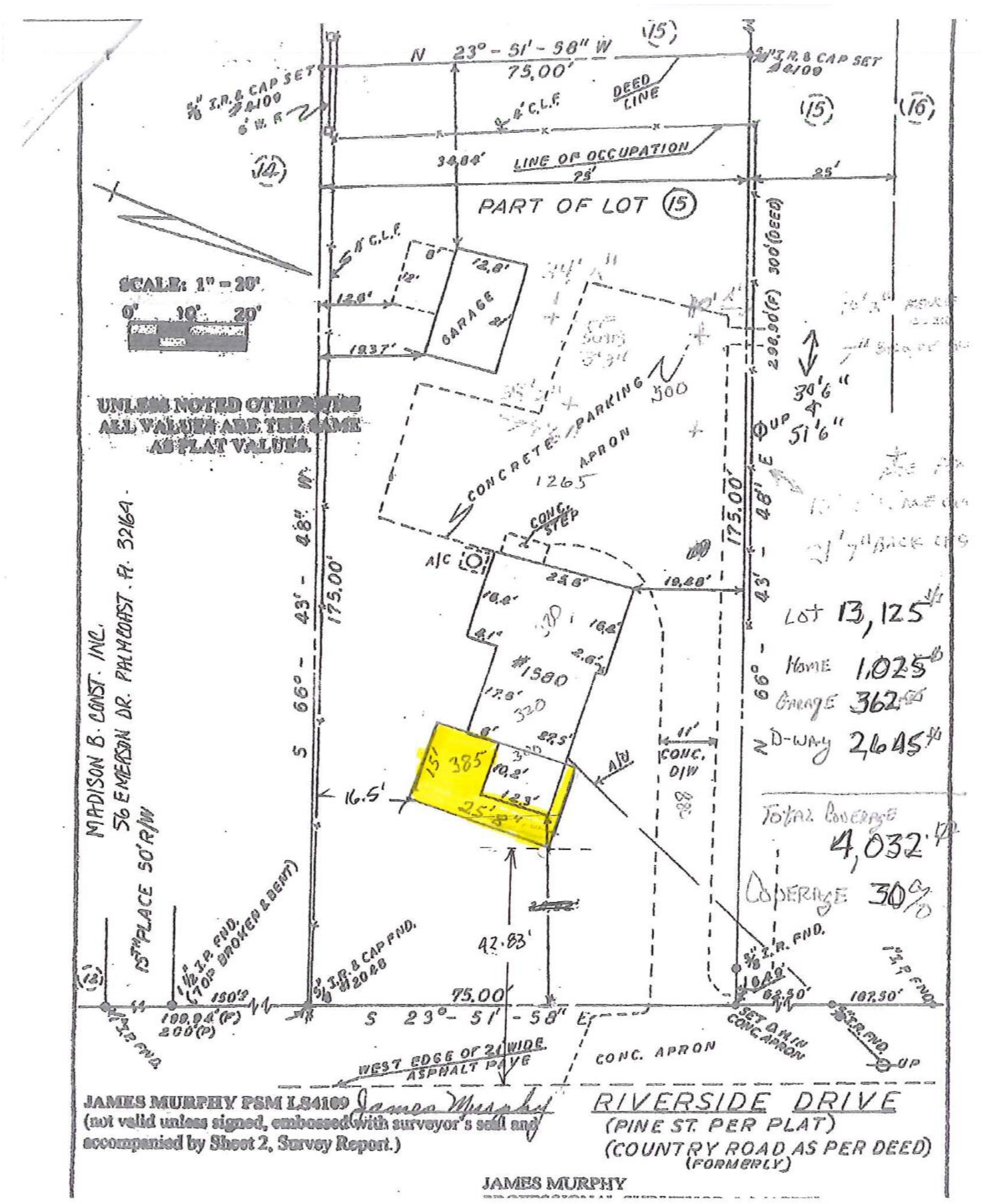
The granting of the requested variance will allow the expansion and upgrade of the existing dwelling to more effectively complement the size and condition of other structures in the neighborhood. The small incursion into the required front yard is consistent with the character of the area as nearly one-third of the homes do not meet the setback. Based on these findings, staff recommends the variance.

STAFF REPORT

City of Holly Hill

Community Development Department

1580 Riverside Drive
Addition Area Highlighted in Yellow



CITY COMMISSION

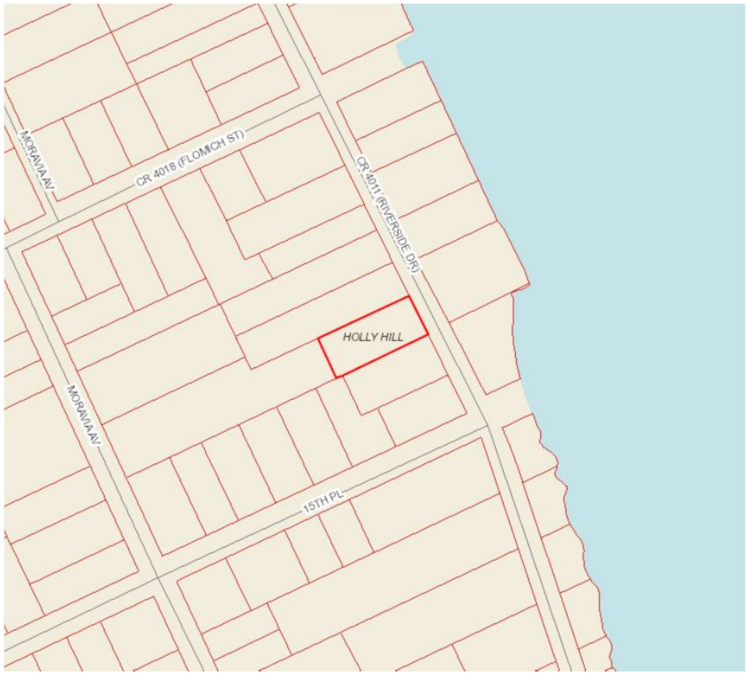
MARCH 24, 2015

1580 RIVERSIDE DRIVE

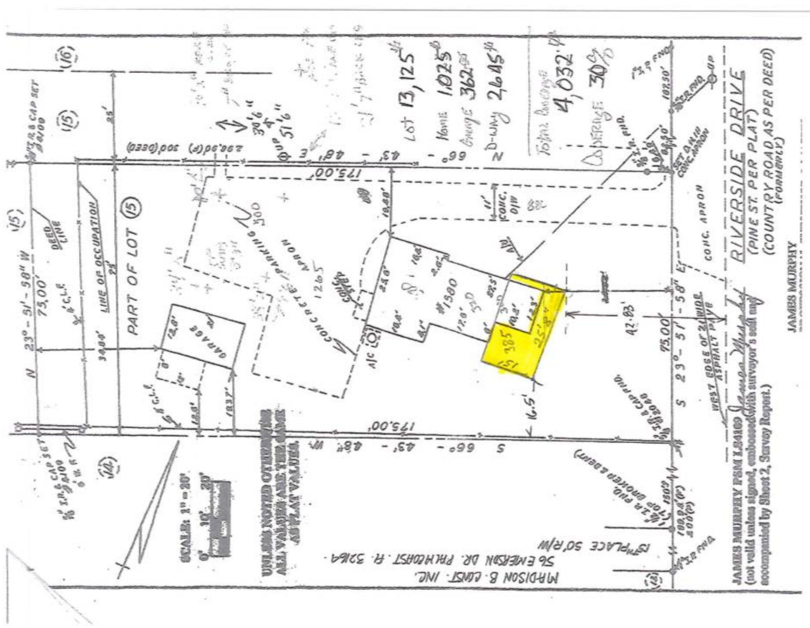
FRONT YARD VARIANACE REQUEST

V-2015-01

LOCATION MAP



SITE LAYOUT



Proposed addition is expanding the existing front room, and includes repairs to the roof and other portions of the structure.

The proposed extension into the front yard is the triangular area between the building corner and the dashed line.

AERIAL PHOTOGRAPH

Subject property is outlined in red.

Four of seven houses on west side of block between 15th Place and Flomich St. are forward of the 35 foot front yard setback.

DICK BERGGREN
1585 Riverside Dr., Holly Hill, FL 32117
978-471-9161

To: Ray & Delilah Plate
1580 Riverside Dr., Holly Hill, FL
Date: 2/27/15
RE: Your petition for an addition to your home.

Ray & Delilah:

I cannot be with you at the Holly Hill Board of Planning and Appeals on March 2 at which you will ask for a variance for an addition to your home. As the property owner directly across the street, I am writing to put on record that I am fully in favor of the Board granting your request for the variance. I support your construction of the addition in question.

Sincerely,

Dick Berggren

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Ordinance

MEETING DATE: **March 24, 2015**
FROM: **Valerie Manning**
SUBJECT: **Ordinance 2959 - Dog Park Annexation**
NUMBER: **(ID # 1018)**
APPLICANT:
PLANNER:

Includes annexation of County land

ATTACHMENTS:

- Agenda Report - Ordinance No. 2959 - Dog Park Annexation (PDF)
- City Commission Presentation - Dog Park Annexation (PPTX)
- Ordinance No. 2959 - Dog Park Annexation (PDF)
- Staff Report - Ord. 2959 - Dog Park Annexation, Comprehensive Plan Amendment and Zoning (PDF)

Ordinance No. (ID # 1018)

ORDINANCE 2959 - DOG PARK ANNEXATION

REQUEST FOR COMMISSION ACTION

Meeting Date: March 24, 2015

SUBJECT: PUBLIC HEARING – Dog Park Annexation

DISCUSSION:

Under the agreement where the City assumed ownership and operation of the Dog Park on Alabama Avenue, the County agreed to annex into the City the balance of the 25-acre tract which is being used as stormwater retention area.

This ordinance includes annexation of the County land and the portion of the Dog Park which the City owns but has not yet annexed. The annexation will eliminate an enclave of county area within the city. This ordinance is associated with Ordinance 2960 amending the future land use map and Ordinance 2961 assigning zoning to the property.

The Board of Planning and Appeals has recommended the annexation.

FISCAL ANALYSIS:

This has no budgetary impact on the City. The item is neither an expenditure nor related to a revenue.

ATTACHMENT(S):

Second reading of Ordinance 2959
Board of Planning and Appeals staff report.

STAFF RECOMMENDATION:

Approve second reading of Ordinance 2959.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

APPROVE SECOND READING OF ORDINANCE 2959, ANNEXING BY VOLUNTARY PETITION APPROXIMATELY 25 ACRES IDENTIFIED AS PARCEL NUMBERS 4242-04-21-0251, 4242-04-21-0260 and 4242-04-21-0270 CONTIGUOUS TO THE CITY OF HOLLY HILL; REDEFINING BOUNDARIES OF THE CITY OF HOLLY HILL TO INCLUDE SAID PROPERTY; DIRECTING THE CITY CLERK TO FILE THE ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE.

STAFF REPORT

City of Holly Hill

Community Development Department

Board of Planning and Appeals

Agenda Item

DATE:	November 3, 2014
SUBJECT:	Annexation of "Dog Park Area" With Comprehensive Plan Amendment and Zoning Assignment
APPLICANT:	City of Holly Hill and Volusia County
NUMBER:	A-2014-01, CPA-2014-03, Z-2014-08
PLANNER:	Thomas Harowski, AICP

INTRODUCTION:

This package of actions addresses the annexation of an approximately 25 acre area fronting on Alabama Avenue into the City of Holly Hill along with corresponding actions to assign the area a category on the future land use map and to assign City zoning to the parcels. The subject property contains two parcels; one of which is owned by the City of Holly Hill and the other is owned by Volusia County.

BACKGROUND:

As a result of past annexation activities an approximately 25-acre enclave area has been created on the north side of Alabama Avenue between the Riviera Golf Course and Nova Road. This entire area had been under the ownership of Volusia County and included a large lake developed for stormwater management and a portion of the dog park. Earlier this year an agreement was negotiated between the City and Volusia County and approved by both governments to transfer ownership of the dog park to the City. As a result of this agreement, the 25-acre parcel was subdivided and the land that included the dog park was transferred to City ownership. Volusia County retains ownership of the lake area used for stormwater management. In addition to the property transfer, the agreement also included a provision for Volusia County to apply for annexation into the City of Holly Hill. It was presumed the City would also move to formally annex the land transferred to its control.

STAFF REPORT

City of Holly Hill

Community Development Department

The case before the Board of Planning and Appeals is the initiation of the annexation anticipated by the agreement. In addition to annexation, the staff is recommending the Board consider an amendment to the future land use map to incorporate the annexed properties into the City's comprehensive plan and then to assign an appropriate zoning category to the property. Procedurally it is easier to do all of these items as a group.

DISCUSSION:

The subject parcels are currently being used as a park and as a stormwater retention facility and the entire area is in public ownership. There is no plan on the part of either the County or the City to alter the existing use of the property. Therefore we do not anticipate any change in the demand for public services required for the property nor should there be any change in traffic generation beyond traffic already being generated by the site. Annexation of the property will eliminate a sizeable enclave area which is a goal of both the City and the County to clarify public service responsibilities.

Staff believes the most appropriate future land use classification for the property is Open Space and Recreation. This is the future land use category assigned to most of the City's public park areas, and this classification would allow Volusia County to continue to maintain the lake and manage the site for stormwater management needs. The current future land use classification under the Volusia County comprehensive plan is Urban Low Intensity. The proposed City classification would be less intensive in terms of the development potential. Exhibit B shows the current and proposed versions of the future land use map.

The recommendation for a zoning classification is R-2 Medium Density Single-Family Residential. The R-2 is the zone applied to the bulk of the adjacent land and this zoning allows both public parks and essential public services as permitted uses. The current zoning for the parcel is County R-2 Single-Family Residential. The County R-2 requires a minimum 12,500 square foot lot which is less intensive than the City R-2 7,500 square foot lot, but under the proposed future land use classification, any future development which might be considered would require a future land use amendment for anything other than a park or a public utility. Exhibit C shows the current and proposed versions of the zoning map.

STAFF REPORT

City of Holly Hill

Community Development Department

RECOMMENDATION:

The Board of Planning and Appeals should recommend the City Commission annex the subject parcels; designate the parcels as Parks and Open Space on the future land use map; and assign R-2 Low Medium Density Single Family to the subject properties.

EXHIBIT A
LEGAL DESCRIPTION

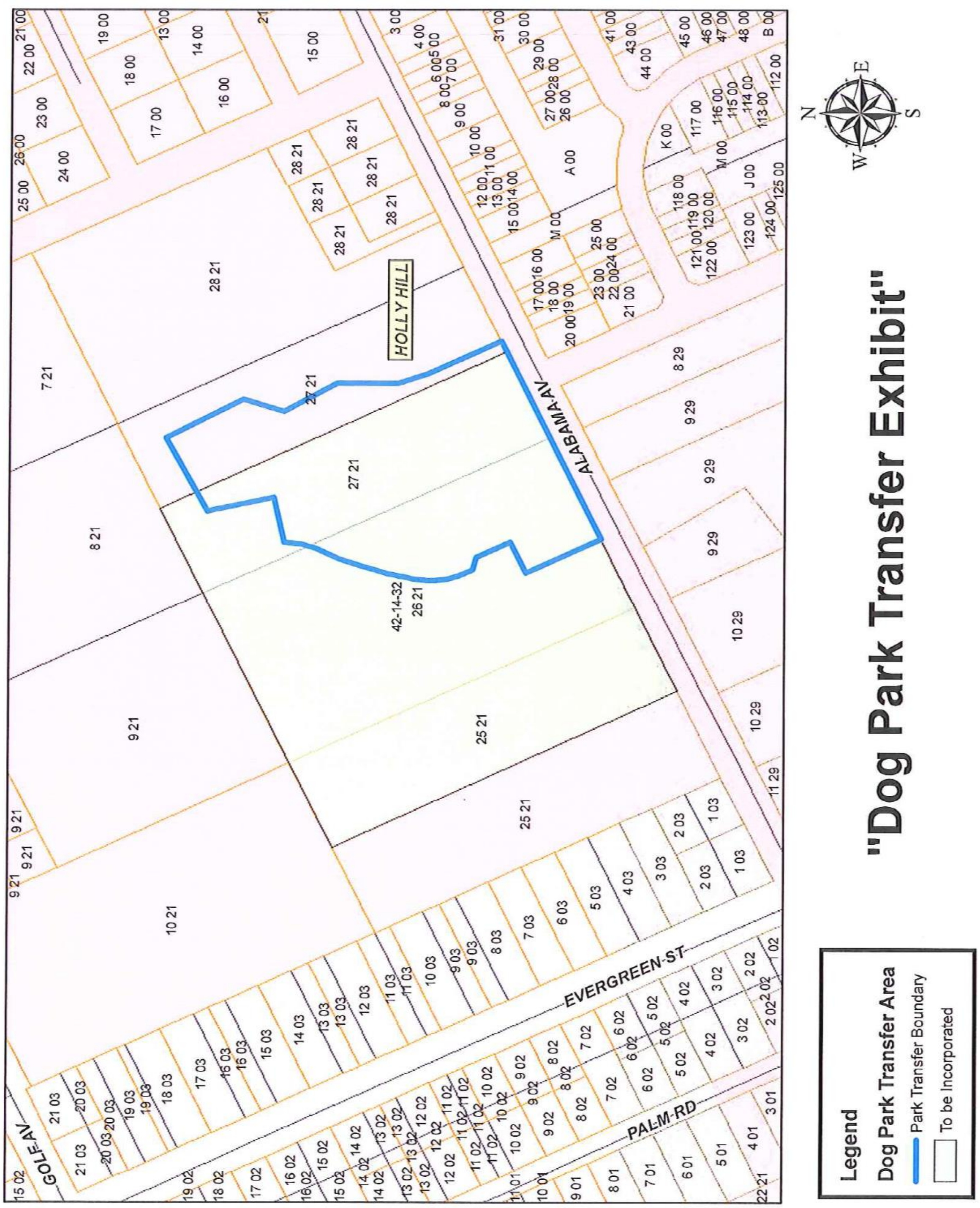
The description listed below provides a legal description for the entire area to be annexed. A portion of the area transferred to the City for the dog park was already within the city limits so a separate legal description for the two parcels would include some area that was already annexed. A graphic taken from the City – County interlocal agreement is included to demonstrate the relationship between the two parcels.

Legal Description:
The East ½ of Lot 25, Lot 26 and the West ½ of Lot 27, Block 21, Mary C. Flemming Subdivision, according to the plat thereof as recorded in Map Book 1, Page 1 of the Public Records of Volusia County, Florida.

STAFF REPORT

City of Holly Hill

Community Development Department



STAFF REPORT

City of Holly Hill

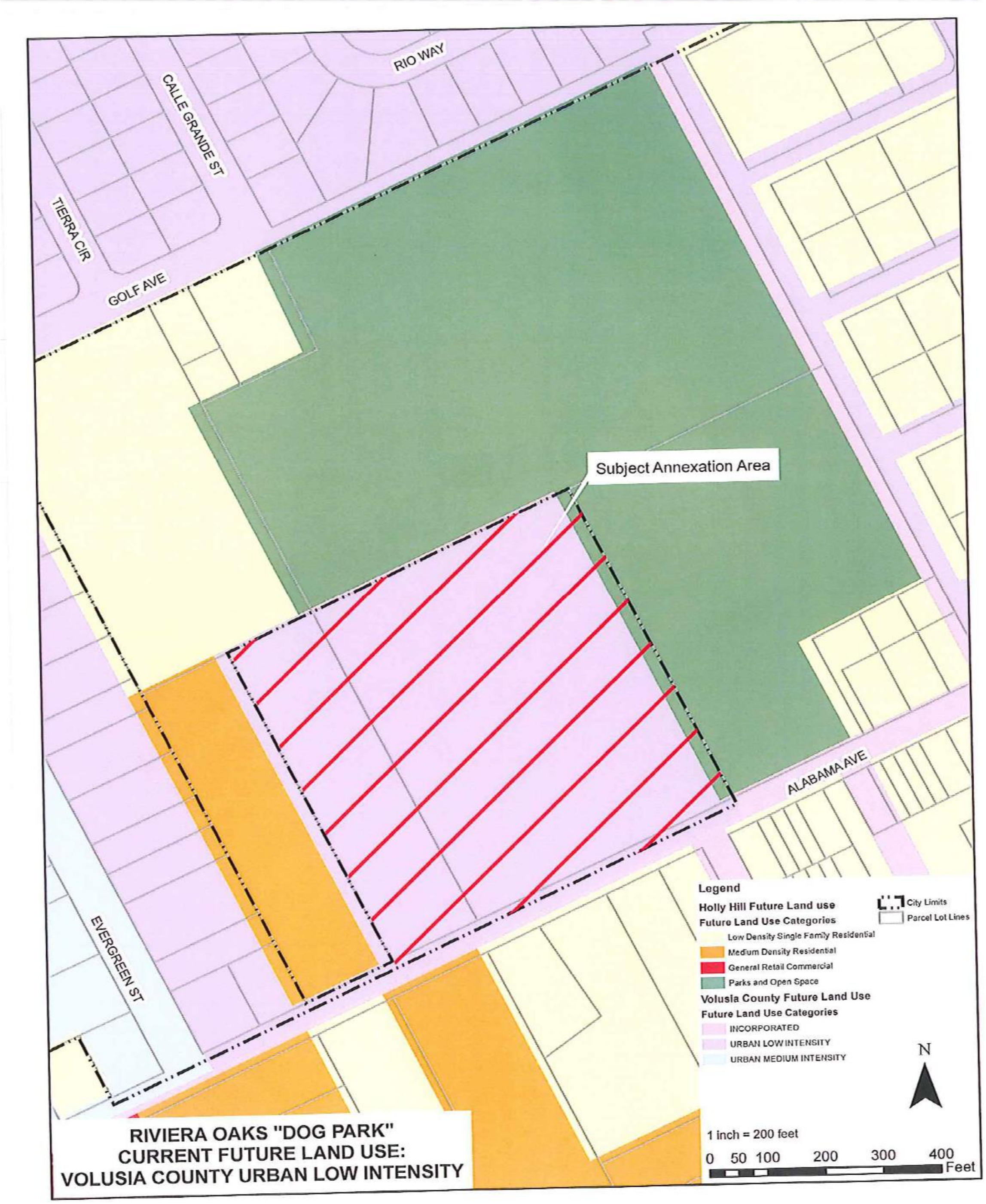
Community Development Department

EXHIBIT B
FUTURE LAND USE MAPS

STAFF REPORT

City of Holly Hill

Community Development Department

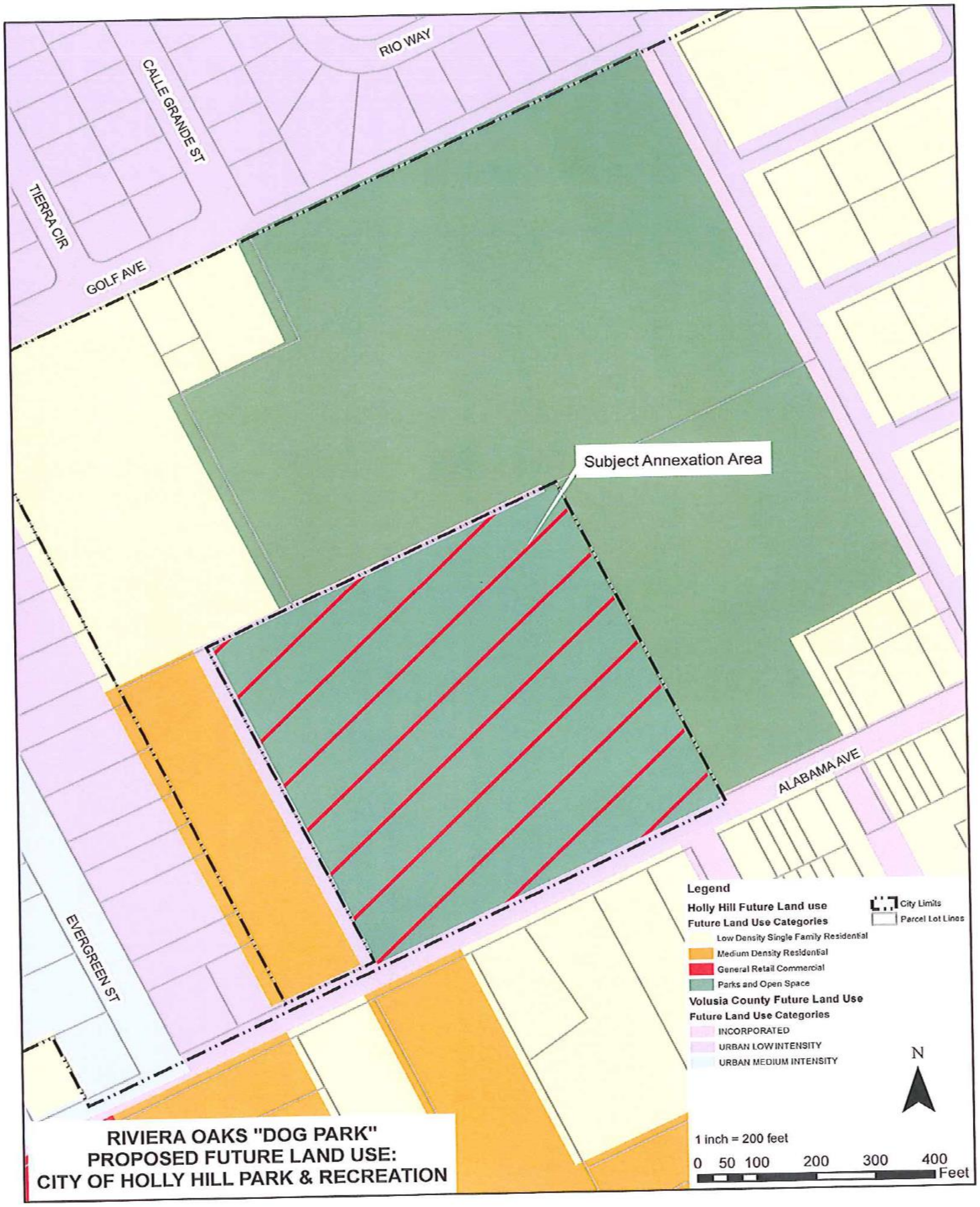


RIVIERA OAKS "DOG PARK"
CURRENT FUTURE LAND USE:
VOLUSIA COUNTY URBAN LOW INTENSITY

STAFF REPORT

City of Holly Hill

Community Development Department



STAFF REPORT

City of Holly Hill

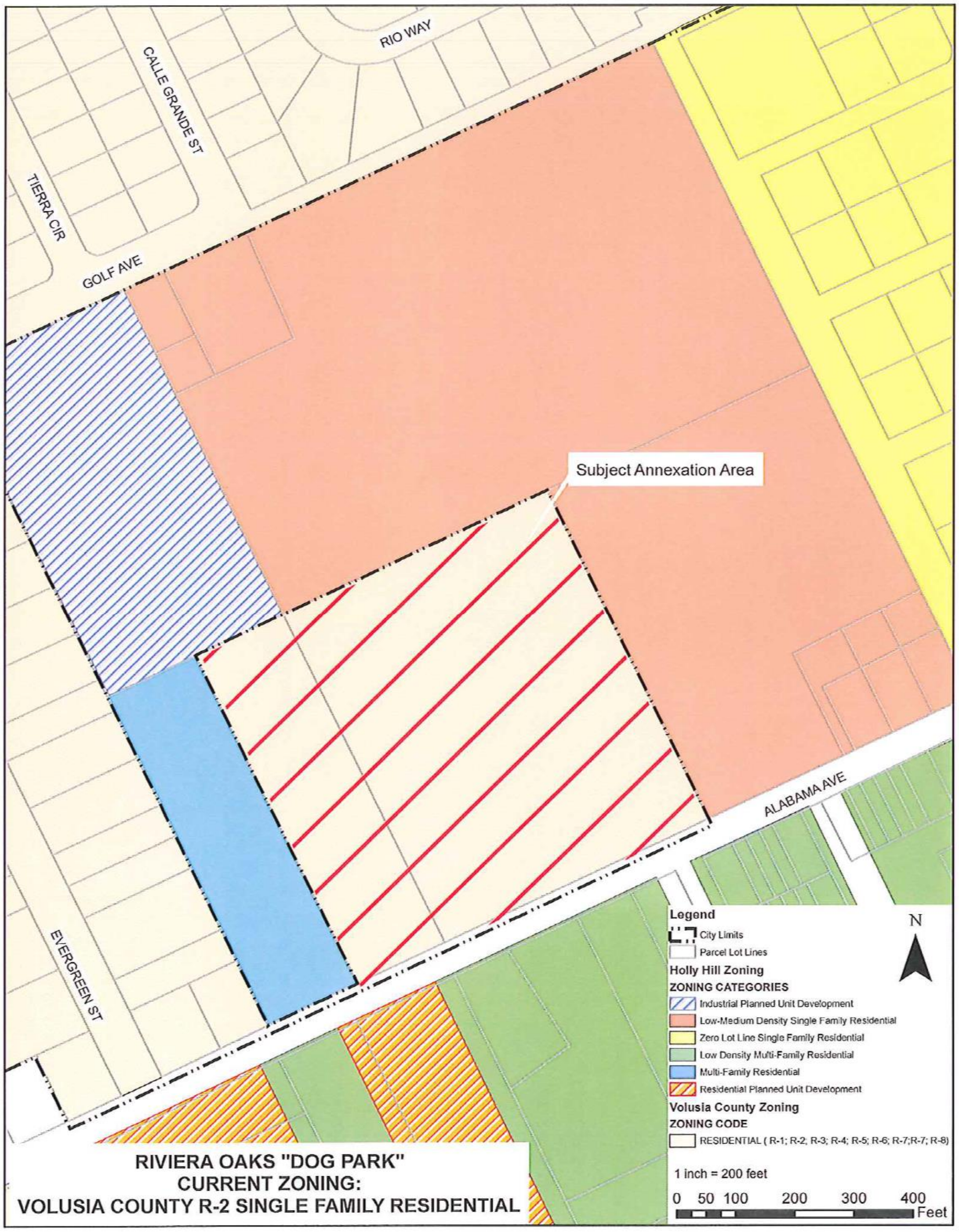
Community Development Department

EXHIBIT C
CURRENT AND PROPOSED ZONING MAPS

STAFF REPORT

City of Holly Hill

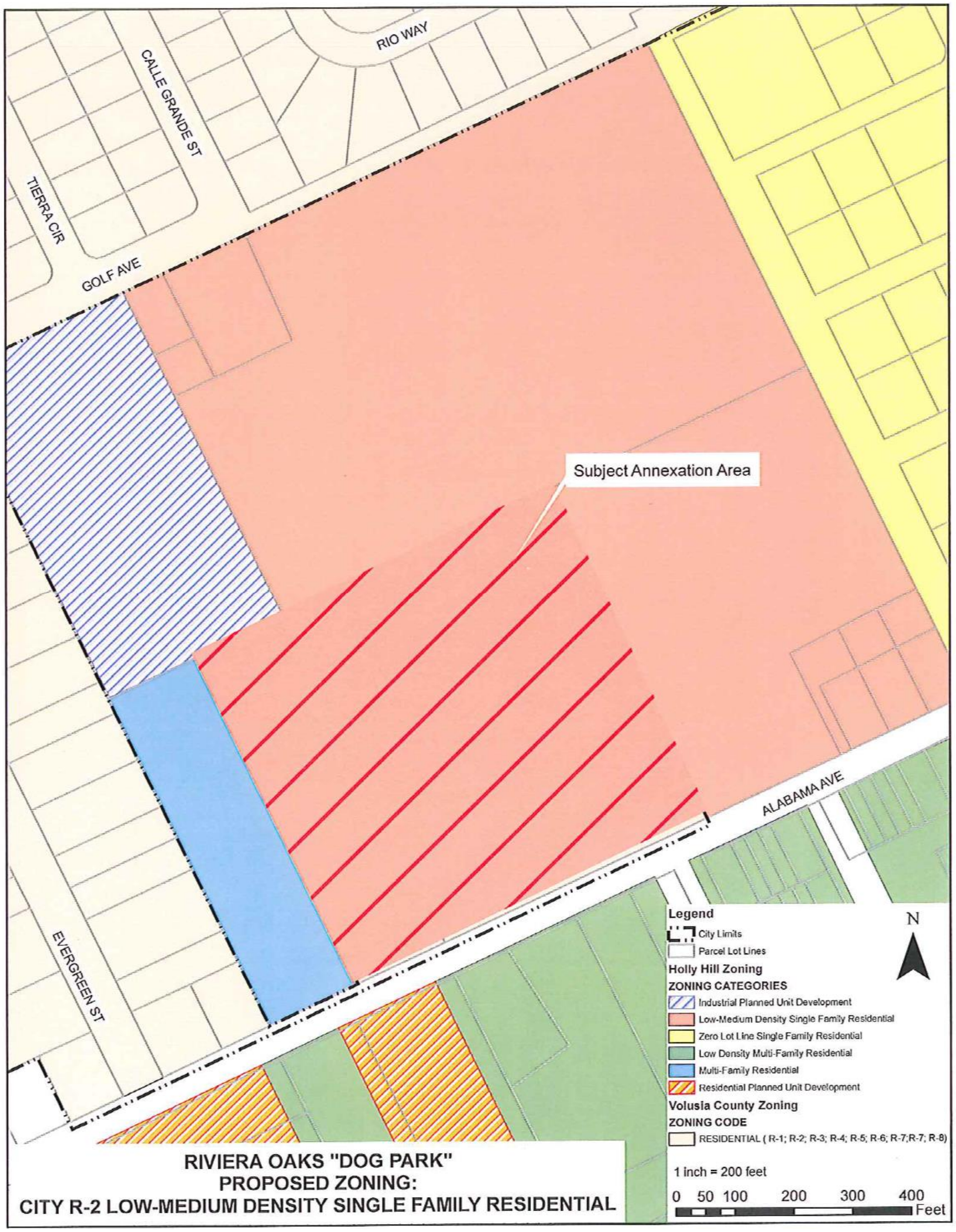
Community Development Department



STAFF REPORT

City of Holly Hill

Community Development Department



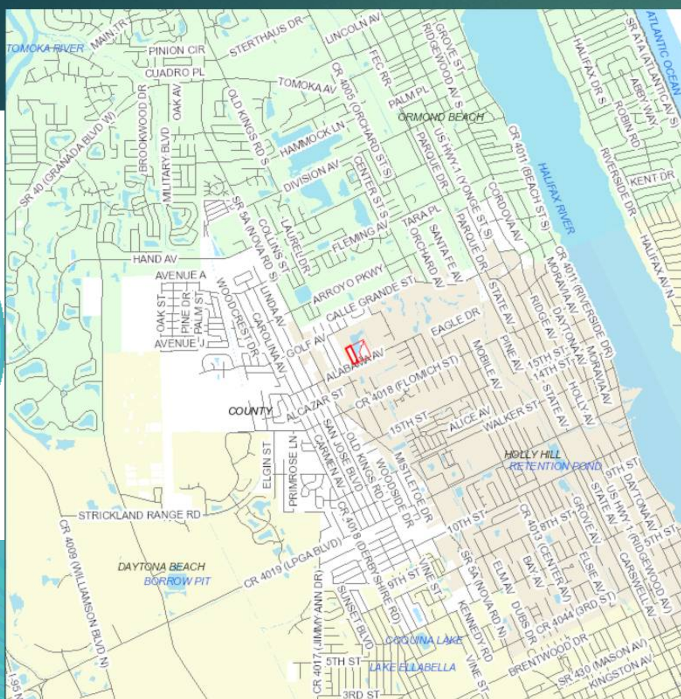
“DOG PARK” AREA ANNEXATION

A-2014-01

CPA-2014-03

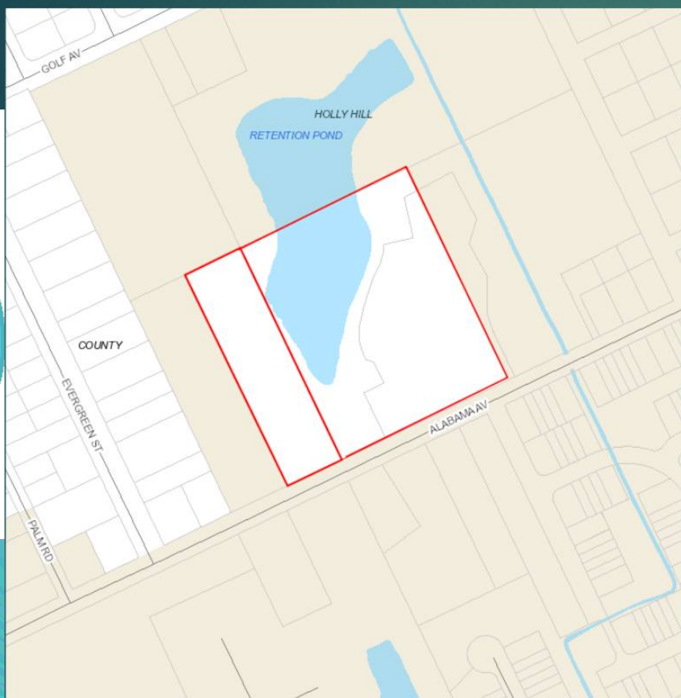
Z-2014-08

LOCATION MAP



- Parcel is in Riviera Area on Alabama Avenue between Riviera Golf Course and Nova Road

LOCATION MAP

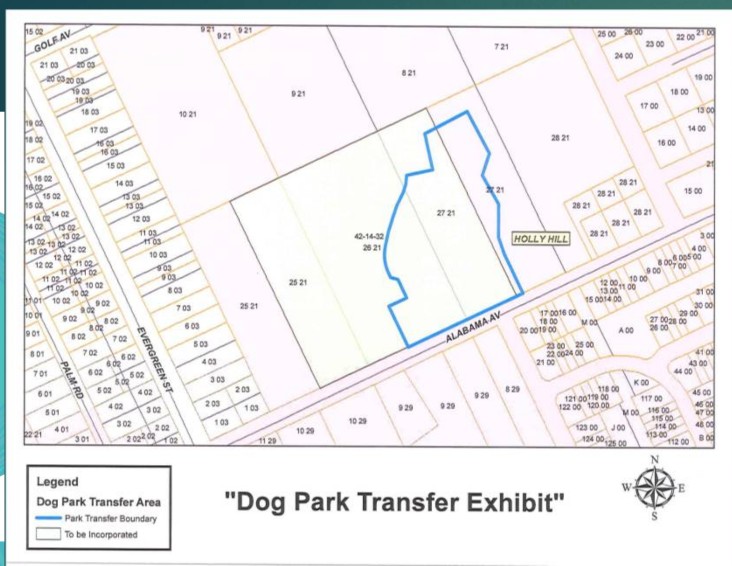


- Parcel fronts on Alabama Avenue on the South

PROPOSED ACTIONS

- Annex 25-acre parcel per agreement [illegible]y
- Add to [illegible]ure Land Use Map
- Add to zo[illegible]ing map

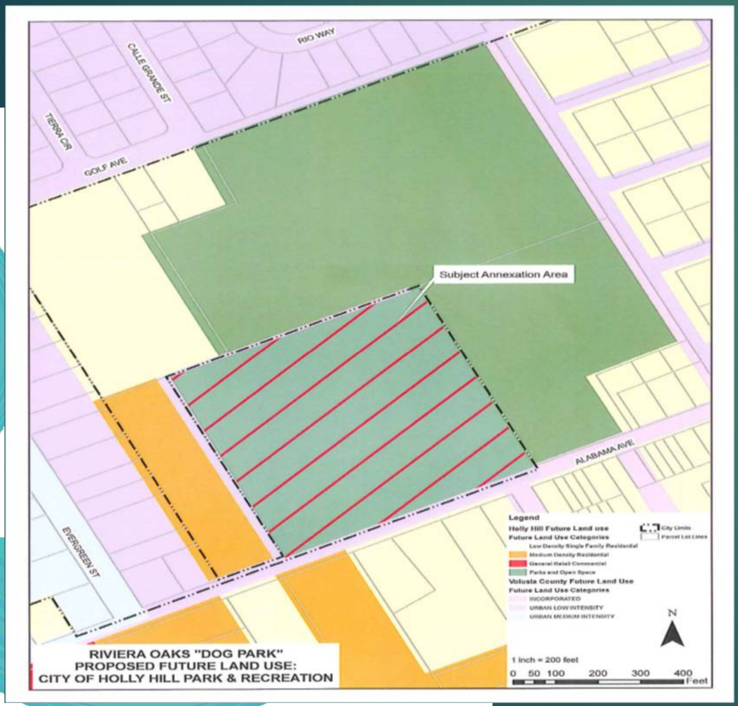
ANNEXATION



- 25-Acre area is an enclave
- Dog Park ownership includes some area now in city limits
- All land is publicly owned

COMPREHSIVE PLAN AMENDMENT

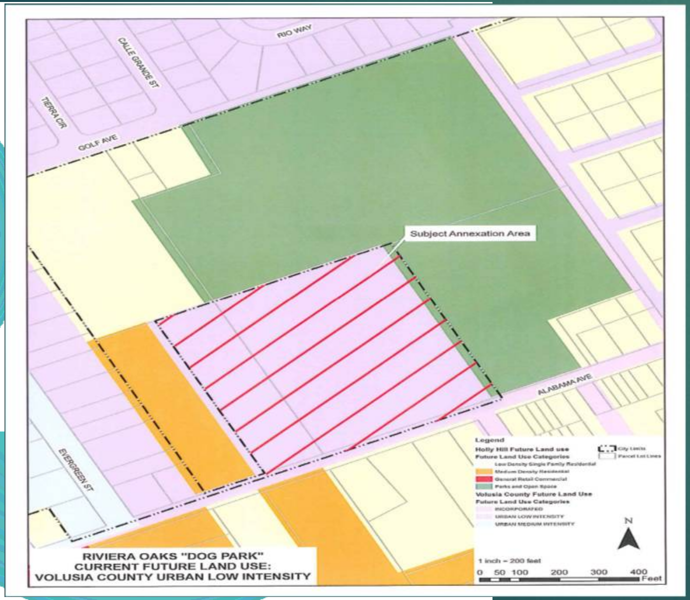
FUTURE LAND USE MAP ADDITION



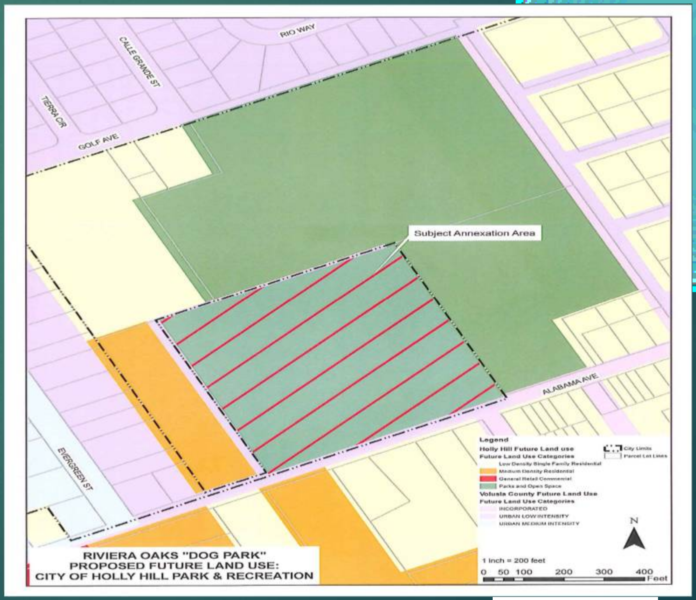
- Proposed land use is “Parks and Open Space”
- Consistent with other parks in the City
- Will allow County stormwater use
- Dog Park area already in City is same land use

FUTURE LAND USE MAP COMPARISON

CURRENT LAND USE MAP



PROPOSED LAND USE MAP



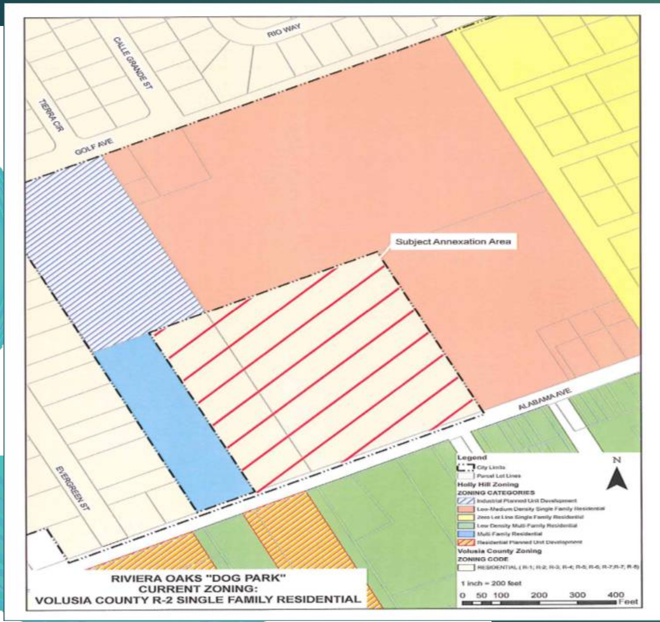
Attachment: City Commission Presentation - Dog Park Annexation (1018 : Ordinance 2959 - Dog Park

ZONING DESIGNATION

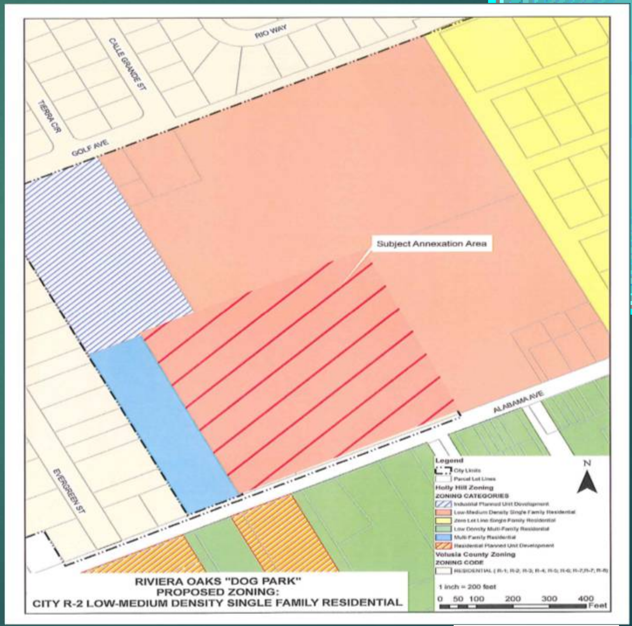
- Proposed zoning is R-2 Single-Family
- Allows parks as permitted use
- Same zoning as Dog Park area now in city limits
- Allows County stormwater use
- Future land use precludes residential use without additional City Commission approvals

ZONING MAP DESIGNATION COMPARISON

CURRENT ZONING



PROPOSED ZONING



Attachment: City Commission Presentation - Dog Park Annexation (1018 : Ordinance 2959 - Dog Park

Board of Planning and Appeals recommends approval of annexation, future land use category, and zoning designation

Florida DEO Review Required

VGMC Review Required

ORDINANCE NO. 2959

AN ORDINANCE OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ANNEXING BY VOLUNTARY PETITION APPROXIMATELY 25 ACRES IDENTIFIED AS PARCEL NUMBERS 4242-04-21-0251, 4242-04-21-0260 and 4242-04-21-0270 CONTIGUOUS TO THE CITY OF HOLLY HILL; REDEFINING BOUNDARIES OF THE CITY OF HOLLY HILL TO INCLUDE SAID PROPERTY AND THE ADJACENT RIGHT-OF-WAY OF ALABAMA AVENUE; DIRECTING THE CITY CLERK TO FILE THE ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the County of Volusia and the City of Holly Hill are owners of the real property described herein; and

WHEREAS, the owners have filed, pursuant to Florida Statue 171.044, a petition for voluntary annexation of said property as described in Attachment A into the municipal limits of the City of Holly Hill; and

WHEREAS, the City Commission, of the City of Holly Hill has determined all of the property which is proposed to be annexed into the City of Holly Hill is within an unincorporated area of Volusia County, is contiguous to the City of Holly Hill, and is reasonably compact; and

WHEREAS, the map attached hereto as Exhibit B shows the property which is proposed to be annexed into the City of Holly Hill; and

WHEREAS, Exhibit A is the legal description of the property which is proposed to be annexed into the City of Holly Hill.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission of the City of Holly Hill, based upon the above findings, hereby annexes into the City of Holly Hill by voluntary petition the following described property:

(Tax Parcel Numbers 4242-04-21-0251, 4242-04-21-0260 and 4242-04-21-0270 and the adjacent right-of-way of Alabama Avenue)

LEGAL DESCRIPTION: See Attached Exhibit A.

SECTION 2. The City of Holly Hill city boundary is hereby amended to incorporate the above described property.

SECTION 3. That within seven (7) days of the adoption of this Ordinance, the City Clerk shall file a copy of said Ordinance with the Clerk of the Court, with the Chief Administrative Officer of Volusia County, and with the Department of State.

SECTION 4. That upon approval on first reading, the City Clerk is hereby directed to publish the Notice of Annexation required by Section 171.044(2), Florida Statues, at least once each week for two (2) consecutive weeks in a newspaper of general circulation in the City of Holly Hill.

SECTION 5. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 6. That all ordinances made in conflict with this Ordinance are hereby repealed.

SECTION 7. That this Ordinance shall become effective immediately upon its adoption.

The within and foregoing Ordinance was introduced and read on first reading before the City Commission of the City of Holly Hill, Florida, at its regular meeting held in Commission Chambers at City Hall on the 24th day of February, 2015.

It was moved by Commissioner Albert and seconded by Commissioner Capers that said Ordinance be approved on first reading. A roll call vote of the Commission held on said motion for approval of the Ordinance resulted as follows:

Mayor John Penny	Yes
Commissioner Arthur J. Byrnes	Absent
Commissioner Penny Currie	Yes
Commissioner John F. Capers	Yes
Commissioner Elizabeth Albert	Yes

The within and foregoing Ordinance was introduced and read on the second reading before the City Commission of the City of Holly Hill, Florida, at its regular meeting held in Commission Chambers at City Hall on the 24th day of March, 2015.

It was moved by Commissioner ____ and seconded by Commissioner _____ that said Ordinance be adopted. A roll call vote of the Commission held on said motion to adopt the Ordinance resulted as follows:

Mayor John Penny	___
Commissioner Arthur J. Byrnes	___
Commissioner Penny Currie	___
Commissioner John F. Capers	___
Commissioner Elizabeth Albert	___

Whereupon, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly attested by the City Clerk, and has caused the official seal of said City to be affixed, all at City Hall in the City of Holly Hill, this 24th day of March, 2015, for the purpose of authenticity as is required by law.

City of Holly Hill, Florida

____
John Penny, Mayor

____
Joseph Forte, City Manager

Attest:

____
Valerie Manning, City Clerk

ATTACHMENT "A"
LEGAL DESCRIPTION

The East ½ of Lot 25, Lot 26 and the West ½ of Lot 27, Block 21, Mary C. Fleming Subdivision, according to the plat thereof as recorded in Map Book 1, Page 1 of the Public Records of Volusia County, Florida., and the adjacent right-of-way of Alabama Avenue.

EXHIBIT B
PROPERTY MAP

Ordinance No. 2959
February 24, 2015
March 24, 2015
Dog Park Annexation
980 Alabama Avenue
Page 7 of 7

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: **March 24, 2015**
FROM: **Valerie Manning**
SUBJECT: **Budget Amendments**
NUMBER: **(ID # 1017)**
APPLICANT:
PLANNER:

Budget amendments approved at the City Manager level - no action required

- City Manager Budget Adjustments - STAFF REPORT ONLY - NO CITY COMMISSION ACTION NEEDED (PDF)
- City Manager Budget Adjustments - STAFF REPORT ONLY - NO CITY COMMISSION ACTION NEEDED (PDF)

Revision Date: 3/11/15

RECEIVED
MAR 1 6 2015
FINANCE DEPARTMENT

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2014-2015

Requesting Department		Date
CRA		3/12/2015

TAKE FUNDS FROM ACCOUNT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
130-5510-552-4601	Repair and Maintenance	3,000.00
	Total	3,000.00

ADD FUNDS TO ACCOUNT NUMBER:		
130-5510-552-4920	Tree Removal	3,000.00
	Total	3,000.00

Purpose of Transfer: (include as much detail as possible)

Establish funds in "tree removal" account in CRA fund. Two dead trees needed to be removed from 627 Ridgewood Avenue ($1,275) plus additional funds for future tree removals, as needed.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

-------------------- Management Approvals--------------------

Jacquelyn Masuary — 3/12/15

Department Head Signature — Date

3-12-15

City Manager Signature — Date

------------------- For Finance Use Only -------------------

Step 1: Finance Review

3/16/15

Finance Director Signature — Date

Step 2: Budget Adjustment Entry

Funds are available for this request? ☒ Yes ☐ No

HTE Group #

CM Caldwell — 3/16/15 — 1295

Employee Signature — Date

Revision Date: 3/11/15

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2014-2015

Requesting Department	Date
Police Department	3/12/2015

TAKE FUNDS FROM ACCOUNT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
001-2110.521.35.00	Investigative Costs	1,900.00
	Total	1,900.00

ADD FUNDS TO ACCOUNT NUMBER:		
001-2110.521.40.01	Travel & Per Diem	1,900.00
	Total	1,900.00

Purpose of Transfer: (include as much detail as possible)

Officer to attend DEA Narcotics Investigator School

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

-------------------- Management Approvals --------------------

Department Head Signature — Date: 03/12/15

City Manager Signature — Date: 3-16-15

------------------ For Finance Use Only ------------------

Step 1: Finance Review

Finance Director Signature — Date: 3/16/15

Step 2: Budget Adjustment Entry

Funds are available for this request? ☒ Yes ☐ No

HTE Group #: 1296

Employee Signature — Date: 3/16/15

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Revision Date: 3/11/15

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2014-2015

Requesting Department	Date
Police Department	3/12/2015

TAKE FUNDS FROM ACCOUNT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
001-2110.521.51.00	Office Supplies	500.00
	Total	500.00

ADD FUNDS TO ACCOUNT NUMBER:		
001-2110.521.47.00	Printing & Binding	500.00
	Total	500.00

Purpose of Transfer: (include as much detail as possible)

Crash cards and Dog Bite Quarentine Forms

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

------------------- Management Approvals-------------------

Department Head Signature — Date: 03/12/15

City Manager Signature — Date: 3-16-15

------------------ For Finance Use Only ------------------

Step 1: Finance Review

Finance Director Signature — Date: 3/16/15

Step 2: Budget Adjustment Entry

Funds are available for this request? ☒ Yes ☐ No

HTE Group #: 1297

Employee Signature: CM Caldwell — Date: 3/16/15