M I N U T E S
REGULAR COMMISSION MEETING
CITY OF HOLLY HILL, FLORIDA
DECEMBER 9, 2003

1. CALL TO ORDER
A. Roll Call

Mayor Arthur called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue at approximately 7:00 p.m. Attending with Mayor Arthur were Commissioners Arthur Byrnes, Lou Schmitt, Gilles Blais, and Roland Via.

Also attending were City Manager Joe Forte, City Attorney Edward Simpson, Assistant to the City Manager Greg Wood, City Planner Bob Keeth, Public Safety Director Don Shinnamon, Recreation Director Chuck Beach, Community Redevelopment Coordinator Marsha Radulovich, and City Clerk Jeaneen Clauss.

B. Invocation

Mr. Wood delivered the invocation.

C. Pledge of Allegiance to the Flag

2. PRESENTATIONS & PROCLAMATIONS

Law Enforcement Accreditation Awards

Chief Shinnamon proudly displayed the State Law Enforcement Accreditation Award, which the City recently earned. This is a major accomplishment for any law enforcement agency and we have now become a part of this elite group. The Holly Hill Police Department has taken this a step further and also earned their International Accreditation - the certificate for this is enroute. Chief Shinnamon stated that Corporal Joe Borelli and Commander Mark Barker were integral in achieving both of these. The Commission expressed their appreciation of this immense accomplishment and requested the Mayor write a letter of appreciation for the files of these two employees.

3. CONSENT AGENDA
Minutes of Regular Commission Meeting – November 11, 2003
Report of Purchases between Five and Ten Thousand Dollars

- **Chlorotech Systems, Inc. - $5,600**

Commissioner Via moved ***APPROVAL*** *of the items on the consent agenda, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Blais - yes Byrnes – yes, Arthur - yes.

4. COMMITTEE REPORTS
Members of the Commission are encouraged to give a brief report from the various committees on which they serve.

Commissioner Schmitt reminded everyone that the Holly Hill Chamber of Commerce will be co-hosting an After Hours with the Ormond Chamber at the Iron Horse tomorrow.

Commissioner Via advised that the next Water Authority of Volusia meeting is scheduled for December 17th. The executive director Selection Committee overwhelmingly agreed that Dr. Bruce Mowry is their top choice. He would be coming from California. They will try to negotiate a contract with him at their next meeting. If an agreement cannot be reached, they will look more closely at their second choice – Rob Teegarden.

Commissioner Byrnes advised that the next Volusia League of Cities meeting will be on Thursday in Oak Hill.

Mayor Arthur advised that the joint director for Volusia Council of Governments and the Metropolitan Planning Organization got shot down. They lost three to four months of productivity. This is such a disappointment and a ridiculous set-back.

5. AUDIENCE PARTICIPATION
Regarding items not on the agenda.

Alice Masterson, 828 Avondale Avenue, complained that there are no left turn arrows when you are going south on US1 at either LPGA Blvd or 8th Street. Mr. Forte stated that this will all change with the upcoming when FDOT resurfaces this road and changes all the medians.

6. RESOLUTION 2003-R-73, APPOINTING MEMBERS TO THE CIVIL SERVICE BOARD

Mr. Simpson read by short title:

> **A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, RE-APPOINTING A MEMBER TO THE CIVIL SERVICE BOARD; SETTING FORTH THE TERM EXPIRATION DATE FOR SAID MEMBER; AND PROVIDING AN EFFECTIVE DATE.**

Commissioner Schmitt moved to ***APPROVE*** *Resolution 2003-R-73 appointing Betty Jo Kuhn and Marie DiGuilio, seconded by Commissioner Byrnes.*

The motion **CARRIED** 5-0 on roll call: Schmitt – yes, Byrnes – yes, Via – yes, Blais – yes, Arthur - yes.

7. RESOLUTION 2003-R-74, APPOINTING MEMBERS TO THE PAL / RECREATION BOARD

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING MEMBERS TO THE PAL/RECREATION BOARD AND SETTING FORTH THE TERM EXPIRATION DATES FOR SAID MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Via moved to ***APPROVE*** *Resolution 2003-R-74 appointing Charlie Sharp, Tanya Hull, Ray Thomann, and George Fries as regular members and Mark Barker and Sarah Rone as alternates, seconded by Commissioner Byrnes.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Byrnes – yes, Blais – yes, Schmitt – yes, Arthur - yes.

8. RESOLUTION 2003-R-75, APPOINTING MEMBERS TO THE HISTORIC PRESERVATION BOARD

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING MEMBERS TO THE HISTORIC PRESERVATION BOARD AND SETTING FORTH THE TERM EXPIRATION DATE FOR SAID MEMBERS; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Via moved to ***APPROVE*** *Resolution 2003-R-75 appointing Brian Rich and Alice Masterson as regular members and Jim Brianas as an alternate, seconded by Commissioner Blais.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Blais – yes, Schmitt – yes, Byrnes- yes, Arthur - yes.

9. PUBLIC HEARING / SECOND READING OF ORDINANCE 2669, AMENDING THE COMPREHENSIVE PLAN TO CHANGE THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.25 ACRES LOCATED ON THE EAST SIDE OF GRAHAM AVENUE NORTH OF WALKER STREET FROM "LOW DESITY SINGLE FAMILY RESIDENTIAL" TO "WHOLESALE COMMERCIAL AND INDUSTRIAL"

Mr. Simpson read by short title:

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING ORDINANCE 2265, THE COMPREHENSIVE PLAN, AS PREVIOUSLY AMENDED, BY REVISING FIGURE II-6, THE FUTURE LAND USE MAP, TO CHANGE THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.5 ACRES LOCATED ON THE NORTHEAST CORNER OF THE INTERSECTION OF WALKER STREET AND GRAHAM AVENUE FROM

"LOW DENSITY SINGLE FAMILY RESIDENTIAL" TO "WHOLESALE COMMERCIAL AND INDUSTRIAL"; PROVIDING FOR SEVERABILITY; REPEALING ALL LAWS OR PARTS OF LAWS IN CONFLICT HEREWITH; AND PROVIDING WHEN THIS ORDINANCE SHALL TAKE EFFECT.

Mayor Arthur opened the public hearing for comments. There were none.

*Commissioner Schmitt moved to **APPROVE** the Second Reading of Ordinance 2669, seconded by Commissioner Via.*

The motion **CARRIED** 5-0 on roll call: Schmitt – yes, Via – yes, Byrnes – yes, Blais - yes, Arthur - yes.

10. VARIANCE REQUEST FROM MARK BURMEISTER TO BUILD A SINGLE FAMILY RESIDENCE ON A FIFTY FOOT LOT ON BURLEIGH AVENUE

*Commissioner Via moved to **APPROVE** authorizing a variance request from Mark Burmeister to build a single family residence on a fifty foot lot, a relief of twenty-five feet in width, on Lot 14 of Burleigh Avenue, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Byrnes – yes, Blais – yes, Arthur - yes.

11. RESOLUTION 2003-R-76, AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE VOLUSIA COUNTY METROPOLITAN PLANNING ORGANIZATION

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT WITH THE VOLUSIA COUNTY METROPOLITAN PLANNING ORGANIZATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Via moved to **APPROVE** Resolution 2003-R-76, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Byrnes – yes, Blais - yes, Arthur - yes.

12. RESOLUTION 2003-R-77, AUTHORIZING AN INTERLOCAL AGREEMENT FOR THE ESTABLISHMENT OF THE EAST VOLUSIA LOCAL GOVERNMENT FIRE-RESCUE AND EMERGENCY MEDICAL SERVICES AUTOMATIC AID AND CLOSEST UNIT RESPONSE SYSTEM

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT PROVIDING FOR THE ESTABLISHMENT OF THE EAST VOLUSIA LOCAL GOVERNMENT FIRE-RESCUE AND EMERGENCY MEDICAL SERVICES AUTOMATIC AID AND CLOSEST UNIT RESPONSE SYSTEM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Via moved to **APPROVE** Resolution 2003-R-77, seconded by Commissioner Schmitt.*

Mr. Forte and Mr. Shinnamon noted that we are one of the very first cities to approve this agreement, which has been long in the making and will greatly benefit the citizens of this County, cross jurisdictionally.

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Blais – yes, Byrnes – yes, Arthur - yes.

13. RESOLUTION 2003-R-78, HISTORIC PRESERVATION GRANT

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING APPLICATION FOR THE HISTORICAL RESOURCES GRANT; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Via moved to **APPROVE** Resolution 2003-R-78, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Byrnes – yes, Blais - yes, Arthur - yes.

14. LAW ENFORCEMENT TRUST FUND REQUEST

*Commissioner Via moved to **APPROVE** authorizing the expenditure of $500 for a donation to the Family Renew Community of Holly Hill, $1072 for office furniture, and $6,000 for Gear Box Police Interceptors – 500 Die-Cast Vehicles for a total expenditure of <u>$7,572</u> from the Special Law Enforcement Trust Fund, seconded by Commissioner Blais.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Blais – yes, Schmitt – yes, Byrnes – yes, Arthur - yes.

15. FINAL CHANGE ORDER NUMBER ONE FOR STORMWATER IMPROVEMENT, PHASE I

*Commissioner Via moved to **APPROVE** payment of Final Estimate to Schuller Contractors Inc. for Final Change Order Phase I close out of $1,328,156.20, but to allow the city attorney and the city manager to negotiate with Schuller's insurance carrier and hold any appropriate amount for a pending law suit due to an injury, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Via – yes, Schmitt – yes, Byrnes – yes, Blais - yes, Arthur - yes.

16. WATER METER UPGRADE FROM TOUCH READ TO RADIO FREQUENCY WATER METER READING SYSTEM – PHASE III

*Commissioner Byrnes moved to **APPROVE** Phase III of the Water Meter Upgrade Contract at a cost of $120,000, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Byrnes – yes, Schmitt – yes, Via – yes, Blais - yes, Arthur - yes.

17. PURCHASE OF NEW MINI-DUMP TRUCKS

*Commissioner Schmitt moved to **APPROVE** the purchase of two vehicles from Garber Ford Mercury, Inc. under the Florida Sheriff's contract for a total cost of $37,062, seconded by Commissioner Byrnes.*

The motion **CARRIED** 5-0 on roll call: Schmitt – yes, Byrnes – yes, Blais - yes, Via – yes, Arthur - yes.

18. AFFIRMATION OF THE OFFICIAL SEAL OF THE CITY TO BE PLACED ON THE SIGN TOPPERS

*Commissioner Byrnes moved to **APPROVE** the affirmation of Exhibit A as the Official Seal of the City to be placed on the sign toppers, seconded by Commissioner Schmitt.*

The motion **CARRIED** 5-0 on roll call: Byrnes – yes, Schmitt – yes, Blais – yes, Via – yes, Arthur - yes.

19. COMMUNICATIONS

A. City Manager

Mr. Forte advised that our current headcount for the Holiday Party is one hundred ninety-two, our largest turn-out ever. He then complimented Mr. Wood on his hard work to get the four Echo grants submitted by their deadlines.

B. City Attorney

Mr. Simpson indicated he had nothing further to report.

C. Mayor and Commissioners

Commissioner Via stated that this was the best Christmas parade that he had ever attended and Java Junction gave them a great breakfast beforehand. His one request for next year would be to get the Commission to the reviewing stands quicker, so that they don't miss any of the parade. He wished everyone a Merry Christmas and a Happy New Year – looking forward to good things in 2004.

Commissioner Byrnes wished everyone Happy Holidays and complimented the great parade and lighting ceremony. He stated that every year he feels the most recent was always the best – no one does Christmas like Holly Hill.

Commissioner Blais nostalgically recalled that he marched in the first Holly Hill parade in 1960, as a band student at Mainland High School – where they always carried a lot of Holly Hill in their ranks. Then he directed traffic for many Holly Hill parades as a police officer. Now he's seeing it from the top as a commissioner. Commissioner Blais stated that he would like to have the snow machine at the lighting ceremony and would like to get on next year's parade planning committee. He would like to see the parade begin at Mason Avenue, too.

Commissioner Schmitt stated that the parade truly makes the holiday. He expressed his thanks to the Java Junction for the delicious breakfast. He's looking forward to a great 2004 with some of the City's first Special Events.

Mayor Arthur stated that this was his last parade as the Mayor, announcing his intention to run for a County Council seat. He then mentioned an issue between a power line and a tree at Sixth and Center, where the owner cannot cut down a nuisance palm tree. Staff will re-examine this to determine if a tree removal permit can be granted. Mayor Arthur stated that when he had some friends down recently, they walked all over the city and he really re-discovered what a pretty little city this is. The one thing they noticed repeatedly was a build-up in Pennysavers in driveways. He asked that they explore some solutions to that. Mayor Arthur noted that tonight would be the first workshop for Mr. Blais, which he felt was a really nice learning / discussion time. Mayor Arthur stated that one of his biggest goals for the city would be zero lot lines in the Redevelopment corridor along US1 (examples: Downtown Daytona and Downtown DeLand).

20. ADJOURNMENT

The meeting officially adjourned at approximately 8:15 p.m.

Attest:	City of Holly Hill, Florida
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Jeaneen P. Clauss, CMC City Clerk	William D. Arthur Mayor