

**MINUTES
REGULAR COMMISSION MEETING
CITY OF HOLLY HILL, FLORIDA**

FEBRUARY 22, 2011

1. CALL TO ORDER

A. Roll Call

Mayor Johnson called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue, at approximately 7:00pm. Attending with Mayor Johnson were Commissioners John Penny, Rick Glass, Donnie Moore and Liz Towsley-Patton.

Also attending were the following staff members: Interim City Manager Mark D. Barker, City Attorney Scott Simpson, Finance Director Kurt Swartzlander, City Planner Thomas Harowski, Human Resource Manager Diane Cole, Acting Police Chief Steve Aldrich, Fire Chief Ron Spencer, Interim Public Works Director Jackie Maswary, Economic Development Director Lynn Dehlinger, and City Clerk Joshua Fruecht.

B. Invocation

Mayor Roy Johnson delivered the Invocation.

C. Pledge of Allegiance to the Flag

Mayor Roy Johnson led the Pledge of Allegiance.

2. MINUTES

A. Minutes from the Special City Commission meeting – February 01, 2011

B. Minutes from the Regular City Commission meeting – February 08, 2011

*Commissioner Moore moved **APPROVAL** for the **MINUTES**, seconded by Commissioner Patton.*

The motion **CARRIED** 5-0 unanimously: Moore – Yes, Patton – Yes, Penny – Yes, Glass – Yes, Mayor Johnson – Yes.

3. PUBLIC PARTICIPATION

A. Regarding items not on the agenda.

Mayor Johnson opened public participation for items not on the agenda. The following individuals came forward to speak to the City Commission:

- Rose Schumacher (Holly Hill Chamber of Commerce) – Addressed the City Commission regarding a City of Holly Hill brochure created by the 8th grade class at Trinity Catholic Jr/Sr High School in Hutchinson, Kansas.
- David Rowe (Holly Hill Historical Society) – Addressed the City Commission regarding the 40&8 Box Car Ceremony set for April 30, 2011, at City Hall.

Mayor Johnson closed Public Participation.

4. PRESENTATIONS & DISCUSSIONS

A. Holly Hill Boys & Girls Club – Joe Sullivan

Mr. Joe Sullivan made a presentation to the City Commission on the contributions of the Holly Hill Boys and Girls Club and thanked the community for their continuing support of the program.

B. Status Update on the Community Resource Center and “The Market” projects – Lynn Dehlinger

Economic Development Director Lynn Dehlinger provided the City Commission and the public with an update on the progress of the Community Resource Center. The conceptual floor plans illustrated how the City will bring together the resources, Chamber of Commerce, the Historic Society and Museum under one roof. The color-coding also showed how the buildings interior would be divided to provide separate areas for each function. The entrance, or library vestibule, is designed to provide access to the lending machines and will not require staffing. The multi-purpose area will house the computers and City staff.

The Chamber of Commerce section will have access from both the front and rear of the building, and will have a new sidewalk and a separate restroom. The multi-purpose area will include a separate space for the Historic Society and Museum. The museum will have a new double door entrance, along with a new sidewalk connection. The lattice façade on the exterior of the building will be removed to improve aesthetics.

New landscaping, which will include a unique synthetic grass, is currently being designed. All materials and labor are being donated by a new Holly Hill business, Atlantic Landscape Associates.

While the County is responsible for stocking and maintenance of the lending machines, reference materials, and children’s books, the City will provide staffing for the operations of the Resource Center. The City is also responsible for the building maintenance, security, insurance and fire protection issues.

This plan offers flexibility for the City and brings together resources that will encourage use of this Center by the entire community. Operational issues such as hours of operation, an operating budget, and interior furnishings are being reviewed at this time.

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Construction documents have been completed for the remodeling of the property and a request for bids has been advertised.

There is a mandatory pre-bid meeting on Wednesday, February 23, 2011, at City Hall. Currently twenty-nine (29) companies have indicated interest in the project. Staff plans to have a contract for Commission approval on March 22, 2011, with an anticipated opening date for the Community Resource Center in May or June 2011.

Economic Development Director Lynn Dehlinger also provided the City Commission and the public with an update on the progress of renovations at the former Law Center, 101 2nd Street, now known as “The Market.”

Phase One construction documents have been completed for the initial remodeling of the west wing of the property, and a request for bids has been advertised. There is a mandatory pre-bid meeting on Wednesday, February 23, 2011. Currently nineteen (19) companies have indicated preliminary interest in the project.

We anticipate that the contract will be presented to the Commission for approval on March 22, 2011. Prior to work commencing, there are some housekeeping items that the City will need to undertake, including removal of stored furniture and felling a palm tree in the common area. The timeline to complete Phase One of the renovations is summer 2011.

The multi-purpose area will be included in the first phase of building renovations. The existing HVAC will be used, with new ductwork added. Existing electrical will be used with new light fixtures specified and new handicapped accessible entries. New windows and doors, carpet and tile, a new bathroom and new interior doors and hardware have been included in the scope of work. All fixtures are in keeping with the building’s character and the era in which it was built to ensure historical authenticity.

The current building opened in April 1938 as a Farmers Market. Given the buildings unique history in the development of our community, it is recommended that the Commission designate the building as a place of historic significance. Staff will have the historic designation placed on an upcoming Commission agenda for action.

The engineering and design work for the courtyard, parking, and drainage systems are currently in process. A full topographic and boundary survey is required, as well as engineering and geotechnical services, hardscape, landscape, and irrigation design which the Commission previously authorized.

Connectivity between The Market, Riverside Park, and Marina Grande will be a key design element of the streetscape improvements. Staff continues to have productive discussions with the new owners of Marina Grande about the future improvement of Second Street.

Along with the physical improvements to the property, the operations, management and programming aspects of the property will need to be addressed as we move forward with this project.

The initial area of improvements cover approximately 1800 square feet, which will provide space for weddings, receptions, corporate meetings, cultural, artistic and civic functions of the community that require an upscale environment. The goal is for Phase One of this facility to be operational by June/July of 2011.

C. Hollyland Park Farmer's Market – John Wine

Mr. John Wine with Farms-2-U made a presentation to the City Commission on the progress and challenges of the Farmer's Market held every Friday at Hollyland Park. Mr. Wine displayed a diagram of the Farmer's Market and discussed the additional phases he envisions, emphasizing the positive impact the market could have as a community-gathering place.

Mr. Wine then asked for the City's support in the form of a \$500.00 per week subsidy for fresh produce vendors.

After a brief discussion amongst the Mayor, City Commission, and City Attorney regarding the legalities of spending CRA funds on what is essentially a for-profit venture, there was a majority **consensus** of the City Commission to refund the initial \$600.00 Special Event application fee that Mr. Wine paid the City, so long as he is willing to waive the weekly space rental fee for potential vendors. In turn, the City agreed to provide limited funding for marketing and advertising to support the Farmer's Market.

5. BUSINESS AGENDA

A. SECOND READING OF ORDINANCE NO. 2891

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2891, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING CHAPTER 70 (UTILITIES), ARTICLE IV (WATER SYSTEMS), DIVISION 1 (GENERALLY) TO ESTABLISH THE CITY OF HOLLY HILL CROSS CONNECTION CONTROL PLAN; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Moore moved **APPROVAL** for **ORDINANCE NO. 2891**, seconded by Commissioner Penny.*

Mayor Johnson opened public participation. No one spoke.

Mayor Johnson closed Public Participation.

The motion **CARRIED** 5-0 unanimously: Moore– Yes, Penny – Yes, Glass – Yes, Patton – Yes, Mayor Johnson – Yes.

B. FIRST READING OF ORDINANCE NO. 2892

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2892, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING CHAPTER 42 (PENSION AND RETIREMENT) ARTICLE II - POLICE OFFICERS, OF THE CODE OF ORDINANCES OF THE CITY OF HOLLY HILL, FLORIDA, PROVIDING FOR COMPLIANCE WITH THE INTERNAL REVENUE CODE; PROVIDING FOR A REPEALER, PROVIDING FOR A SAVINGS CLAUSE, PROVIDING FOR CODIFICATION, AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Glass moved APPROVAL for ORDINANCE NO. 2892, seconded by Commissioner Moore.

Mayor Johnson opened public participation. No one spoke.

Mayor Johnson closed Public Participation.

The motion **CARRIED** 5-0 unanimously: Glass – Yes, Moore– Yes, Penny – Yes, Patton – Yes, Mayor Johnson – Yes.

C. FIRST READING OF ORDINANCE NO. 2893

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2893, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING CHAPTER 42 (PENSION AND RETIREMENT) ARTICLE II - POLICE OFFICERS, OF THE CODE OF ORDINANCES OF THE CITY OF HOLLY HILL, FLORIDA, PROVIDING FOR COMPLIANCE WITH THE RECENT FLORIDA STATE LEGISLATIVE REVISIONS TO CHAPTER 185, FLORIDA STATUTES; PROVIDING FOR BENEFITS PAYABLE TO A BENEFICIARY OF MEMBER WHO DIES WHILE PERFORMING USERRA QUALIFIED MILITARY SERVICE; PROVIDING FOR COMPLIANCE WITH THE RECENT COLLECTIVE BARGAINING AGREEMENT TO CHANGE COMMENCEMENT OF THE COST OF LIVING ADJUSTMENT FROM ONE YEAR TO FIVE YEARS FOR EMPLOYEES RETIRING OR ENTERING THE

DEFERRED RETIREMENT OPTION PROGRAM ON OR AFTER OCTOBER 6, 2009; PROVIDING FOR A REPEALER, PROVIDING FOR A SAVINGS CLAUSE, PROVIDING FOR CODIFICATION, AND PROVIDING FOR AN EFFECTIVE DATE.

*Commissioner Glass moved **APPROVAL** for **ORDINANCE NO. 2893**, seconded by Commissioner Moore.*

Mayor Johnson opened public participation. No one spoke.

Mayor Johnson closed Public Participation.

The motion **CARRIED** 5-0 unanimously: Glass – Yes, Moore– Yes, Penny – Yes, Patton – Yes, Mayor Johnson – Yes.

6. COMMUNICATIONS

A. City Manager

Interim City Manager Mark Barker recognized Officer Keith Pendleton for his 10-years of service to the City of Holly Hill Police Department. Mr. Barker also recognized Mayor Johnson for his recent donation to the Holly Hill Police Explorers.

B. City Attorney

City Attorney Scott Simpson introduced a new member of his law firm.

C. City Clerk

City Clerk Joshua Fruecht had no comments.

D. Commissioners

Commissioner Penny

Commissioner John Penny thanked the public for coming out.

Commissioner Glass

Commissioner Glass informed the members of the City Commission and the public that the City Manager candidate's reception will be on Monday March 7, 2011, from 6:00pm to 8:00pm at the River Lily Inn.

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Commissioner Moore

Commissioner Donnie Moore informed the members of the City Commission and the public that he attended the 3rd Annual Fiddler Crab Festival in Steinhatchee, Florida, and encouraged similar civic and community events in the City of Holly Hill.

Commissioner Towsley-Patton

Commissioner Towsley-Patton asked the members of the City Commission and the public to support the Holly Hill YMCA.

E. Mayor

Mayor Roy Johnson thanked Fox News for their outstanding coverage of the recent Daytona 500, and thanked Lynn Dehlinger for her efforts to bring new business into the community.

7. ADJOURNMENT

Mayor Johnson officially adjourned the meeting at approximately 8:10pm.

Attest:

City of Holly Hill, Florida

Joshua Fruecht
City Clerk

Roy Johnson
Mayor

Florida Statutes 286.011 and Government-In-The-Sunshine Manual

“The minutes of Sunshine Law meetings need not be verbatim transcripts of the meetings; rather the use of the term “minutes” as stated in F.S. 286.011, contemplates a brief summary or series of brief notes or memoranda reflecting the events of the meeting.”

An audio recording of Sunshine Law meetings (e.g. City Commission meetings/workshops and CRA meetings) are available upon request from the Office of the City Clerk during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m.