

MINUTES
REGULAR COMMISSION MEETING
COMMUNITY REDEVELOPMENT AGENCY (CRA) MEETING
CITY OF HOLLY HILL, FLORIDA

March 12, 2013

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 7:00 pm. Attending with Mayor Johnson were Commissioners John Penny, Penny Currie, Donnie Moore and Elizabeth Albert.

Also attending were the following staff members: City Manager James McCroskey, City Attorney Scott Simpson, Finance Director Kurt Swartzlander, Police Chief Mark Barker, Captain Steve Aldrich, Officer Jason Weiss, Officer Robert Culver, Fire Chief Ron Spencer, Community Services Director Jacki Maswary, Assistant Finance Director Catherine Coldwell, City Planner Tom Harowski, Human Resources Manager Sandy Fenwick and City Clerk Valerie Manning.

B. Invocation

Mayor Johnson led invocation.

C. Pledge of Allegiance to the Flag

Mayor Johnson led the Pledge of Allegiance.

2. MINUTES

Minutes from the Regular City Commission meeting – February 26, 2013 (*City Clerk*)

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

The motion **CARRIED** 5-0 by roll call vote: Moore – Yes, Albert – Yes, Currie – Yes, Penny – Yes, and Mayor – Yes

3. PRESENTATION

A. Proclamation ~ Sir Morton Parks, Lt. USA ~ 29th Infantry Division (*City Manager*)

****BREAK FOR REFRESHMENTS****

B. Comprehensive Annual Financial Report (CAFR) - (*City Auditors, Brent Millikan and Company*)

Alex Kisch from Brent Millikan & Company, P.A., gave a report of the City's Comprehensive Annual Financial Report for Fiscal Year Ended in September 30, 2012 to the Mayor and City Commissioners.

4. PUBLIC PARTICIPATION

Regarding items not on the agenda

The following individuals came forward to speak:

- Toni Blankenship – Addressed the City Commission by handing out an invitation to Bethune-Cookman Performing Arts Center on March 18th at 6:30 PM.
- Jacki Maswary, Community Services Director for Holly Hill – Addressed the City Commission by giving them an update of the public meeting workshops that will begin on March 26th. The schedule can be located on the City's website.

Mayor Johnson closed public participation.

5. CONSENT AGENDA

Request for Qualifications (RFQ) for Planning Services ~ Award Contract
(*Community Services Director*)

Commissioner Moore moved APPROVAL for CONSENT AGENDA, seconded by Commissioner Penny.

The motion **CARRIED** 5-0 by roll call vote: Moore – Yes, Penny – Yes, Albert – Yes, Currie – Yes, and Mayor – Yes

6. BUSINESS AGENDA

A. CITY OF HOLLY HILL AND BOY SCOUTS OF AMERICA, PACK 54 LEASE AGREEMENT *(City Manager)*

*Commissioner Currie made a motion to **APPROVE** the agreement as recommended by staff, the motion **DIED FOR LACK OF A SECOND.***

*Commissioner Albert made a motion to **APPROVE** for \$0.00 a year and that the Cub Scouts Pack 54 will keep the premises and the park surrounding the premises clean, sanitary and free from trash and debris once a month, seconded by Commissioner Currie.*

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 4-1 by roll call vote: Albert – Yes, Currie – Yes, Penny – Yes, Moore – No, and Mayor – Yes

B. PUBLIC HEARING – SECOND READING OF ORDINANCE 2930, CODE ENFORCEMENT CITATION – 2013 UPDATE *(Police Chief)*

Attorney Simpson read by title only:

ORDINANCE NO. 2930

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, RELATING TO CODE ENFORCEMENT CITATIONS; AMENDING PART II CODE OF ORDINANCES, CHAPTER 2 (ADMINISTRATION), ARTICLE III (BOARDS, COMMISSIONS, COMMITTEES), DIVISION 3 (CODE ENFORCEMENT), SECTION 2-119 (ENFORCEMENT PROCEDURE) AND SECTION 2-120 (CONTENT OF CITATION); AUTHORIZING LAW ENFORCEMENT AND CODE ENFORCEMENT OFFICERS TO ISSUE A CIVIL CITATION TO ANY PERSONS FOR VIOLATING ANY CODE OR ORDINANCE; PROVIDING FOR CIVIL PENALTIES; PROVIDING FOR COLLECTION AND RECOVERY OF CIVIL PENALTIES; PROVIDING FOR APPEALS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commissioner Penny made a motion for **ARROVAL** for **SECOND READING OF ORDINANCE 2930**, seconded by Commissioner Moore.*

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 5-0 by roll call vote: Penny – Yes, Moore – Yes, Albert – Yes, Currie – Yes, and Mayor – Yes

**C. PUBLIC HEARING – SECOND READING OF ORDINANCE 2931,
PURCHASING PROCEDURES ORDINANCE REVISION** (*Finance Director*)

Attorney Simpson read by title only:

ORDINANCE NO. 2931

**AN ORDINANCE OF THE CITY OF HOLLY HILL,
FLORIDA, RELATING TO PURCHASING PROCEDURES;
AMENDING SEC. 30-56 DEFINITIONS; AMENDING SEC.
30-62 PROVISIONS FOR BINDING ARBITRATION
PROHIBITED; AMENDING SEC. 30-63 – FORMAL
CONTRACT PROCEDURE; AMENDING SEC. 30-64 –
REJECTION OF BIDS AND NEGOTIATION; AMENDING
SEC. 30-67 – AWARD TO OTHER THAN LOW BIDDER;
DELETING SEC. 30-68 – CITY COMMISSION;
AMENDING SEC. 30-70 – OPEN MARKET PROCEDURES;
AMENDING SEC. 30-73 – SURPLUS PROPERTY;
DELETING SEC. 30-75 – STANDARDIZATION,
COOPERATIVE PURCHASING, AND GOVERNMENTAL
CONTRACTS; CREATING SEC. 30-78 – CONTRACTING
FOR PROFESSIONAL SERVICES GOVERNED BY THE
CONSULTANTS COMPETITIVE NEGOTIATIONS ACT;
CREATING SEC. 30-79 – PURCHASES OF REAL
PROPERTY; PROVIDING FOR SEVERABILITY; AND
PROVIDING FOR AN EFFECTIVE DATE.**

*Commissioner Penny made a motion for ARROVAL for SECOND READING OF
ORDINANCE 2931, seconded by Commissioner Moore.*

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 5-0 by roll call vote: Penny – Yes, Moore – Yes, Currie – Yes, Albert – Yes, and Mayor – Yes

D. FIRST READING OF ORDINANCE 2932, TEMPORARY SIGNS (*City Planner*)

Attorney Simpson read by title only:

ORDINANCE NO. 2932

**AN ORDINANCE OF THE CITY OF HOLLY HILL,
FLORIDA AMENDING THE LAND DEVELOPMENT
REGULATIONS, BY AMENDING SECTION 110-7**

“TEMPORARY SIGNS” TO ADD A NEW SUB-SECTION 110-7D(6) PERMITTING TEMPORARY SIGNAGE UNDER SPECIFIC CONDITIONS; AMENDING SUB-SECTION 110-7E(3) REGARDING THE SIZE AND SPACING OF TEMPORARY SIGNS; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Albert made a motion for ARROVAL for FIRST READING OF ORDINANCE 2932, seconded by Commissioner Currie.

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 5-0 by roll call vote: Albert – Yes, Currie – Yes, Moore – Yes, Penny –Yes, and Mayor – Yes

E. RESOLUTION 2013-R-18, TRANSFER OF RIVERSIDE DRIVE (*City Planner/City Manager*)

Attorney Simpson read by title only:

RESOLUTION 2013-R-18

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT CONCERNING TRANSFER OF LOCAL ROADS WITH VOLUSIA COUNTY TRANSFERRING JURISDICTION OF RIVERSIDE DRIVE AND NORTH BEACH STREET TO THE CITY AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE SAID AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Penny made a motion for ARROVAL for RESOLUTION 2013-R-18, seconded by Commissioner Albert.

Mayor Johnson opened public participation.

The following individuals came forward to speak:

- Jim Legary, 342 Burleigh Avenue, Holly Hill – Addressed the City Commission by asking who was going to be maintaining the road and how does that benefit the City.

Mr. McCroskey mentioned that he had spoken to the County Manager a while back and they offered to pave Riverside Drive and that has been done; once they

did that they offered it to the City and the City will be maintaining Riverside Drive from now on. It will be the City's road.

Mayor Johnson closed public participation.

The motion **CARRIED** 5-0 by roll call vote: Penny – Yes, Albert – Yes, Currie – Yes, Moore – Yes, and Mayor – Yes

F. RESOLUTION 2013-R-21, SUITABILITY ANALYSIS OF PUBLIC ROADS FOR GOLF CART USAGE (*City Planner*)

Attorney Simpson read by title only:

RESOLUTION 2013-R-21

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AND ACCEPTING THE SUITABILITY ANALYSIS OF PUBLIC ROADS FOR GOLF CART USAGE IN THE CITY OF HOLLY HILL PREPARED BY TMH CONSULTING, INC. DATED FEBRUARY 2013; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Penny made a motion for ARROVAL for RESOLUTION 2013-R-21, seconded by Commissioner Moore.

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 5-0 by roll call vote: Penny – Yes, Moore – Yes, Currie – Yes, Albert – Yes, and Mayor – Yes

G. RESOLUTION 2013-R-19, CITY RESOLUTION AUTHORIZING UNDERGROUNDING & STREETSCAPE IMPROVEMENTS - CRA BOND (*Finance Director*)

Attorney Simpson read by title only:

RESOLUTION NO. 2013-R-19

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING CERTAIN REDEVELOPMENT ACTIVITIES BY THE CITY OF HOLLY HILL COMMUNITY REDEVELOPMENT AGENCY INCLUDING UTILITY UNDERGROUNDING AND STREETSCAPE IMPROVEMENTS WITHIN THE HOLLY HILL COMMUNITY REDEVELOPMENT AREA; AUTHORIZING THE AGENCY TO SEEK FINANCING

PROPOSALS FOR COSTS ASSOCIATED WITH SUCH IMPROVEMENTS; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Moore made a motion for ARROVAL for RESOLUTION 2013-R-19, seconded by Commissioner Albert.

Mayor Johnson opened public participation.

The following individuals came forward to speak:

- Jim Legary, 342 Burleigh Avenue, Holly Hill – Addressed the City Commission by asking how much is this going to cost?

Mr. McCroskey stated approximately \$5 million for the entire project. AT&T and Brighthouse needs to be completed at the same time.

Mayor Johnson closed public participation.

There was some discussion amongst the Mayor, City Commissioners and staff regarding the CRA bond for this project and the project itself. Commissioner Currie would like there to be more time for this issue to be brought forward so that the public has a chance to participate and understand what is going to be taking place. Share her concerns about just receiving the information a few days ago when it was placed on the agenda for this evening.

The motion **CARRIED** 4-1 by roll call vote: Moore – Yes, Albert – Yes, Penny – Yes, Currie – No, and Mayor – Yes

7. RECESS THE REGULAR CITY COMMISSION MEETING

**8. CONVENE THE COMMUNITY REDEVELOPMENT AGENCY (CRA) MEETING
BUSINESS AGENDA**

RESOLUTION 2013-R-20, CRA BOND RESOLUTION *(Finance Director*

Attorney Simpson read by title only:

RESOLUTION NO. 2013-R-20

A RESOLUTION OF THE CITY OF HOLLY HILL COMMUNITY REDEVELOPMENT AGENCY DIRECTING ISSUANCE OF A REQUEST FOR PROPOSALS FOR A LOAN, THE PROCEEDS OF WHICH WILL BE USED TO FUND UTILITY UNDERGROUNDING AND STREETScape IMPROVEMENTS IN ACCORDANCE WITH THE CITY OF HOLLY HILL COMMUNITY

**REDEVELOPMENT MASTER PLAN; AND PROVIDING
FOR EFFECTIVE DATE.**

*Commissioner Albert made a motion for **ARROVAL** for **RESOLUTION 2013-R-20**, seconded by Commissioner Moore.*

Mayor Johnson opened public participation. No one spoke.

The motion **CARRIED** 4-1 by roll call vote: Albert – Yes, Moore – Yes, Penny – Yes, Currie –No, and Mayor – Yes

9. COMMUNICATIONS

a. City Manager

Mr. McCroskey asked if Ms. Maswary could come forward and give a brief update on the bridge.

Ms. Maswary informed the Mayor and City Commissioners that the notice to proceed was sent out on January 11, 2013 and the contractor is working with DOT. They are looking to demolish the bridge sometime in June 2013 and hopefully finish the project around November/December 2013.

b. City Attorney

None.

c. City Clerk

None.

d. Mayor & Commissioners

Commissioner Penny shared his concerns about being talked about on radio talk shows from other Commissioners; would appreciate it if they didn't share his opinions on the media, come to him directly.

Commissioner Currie thanked the public for their involvement; asked about the public participation item on the agenda – would like to see that change so she can interact with the citizens while at the podium; glad the Cub Scouts is resolved; clear the facts that she doesn't speak ill of any of the Commissioners or the Mayor.

Commissioner Moore thanked the Police Department for helping him in a situation at his home; they did a great job.

Commissioner Albert thanked everyone for attending the meeting; acknowledged the City for taking the time to honor Mr. Sir Morton Parks tonight; thanked the Police Department for coming to the school last week and helping the kids; thanked the City Manager for his efforts to clean the vacant lot next to Marina Grande on the south side; Hogs on The Hill is going great and appreciates all the vendors for making it a success.

MINUTES
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Mayor Johnson spoke about Hogs on The Hill and encouraged the public to get involved; informed the Commissioners that he dropped off a check to Ms. Roseboom's office at the K-8 Middle School in the amount of \$500 from Bret Dill as a donation to the band; The Market is doing well, it will be a success and the pier will be a success.

10. ADJOURNMENT

Mayor Johnson officially adjourned the meeting at approximately 9:10 pm.

Valerie Manning
City Clerk