M I N U T E S
REGULAR COMMISSION MEETING
CITY OF HOLLY HILL, FLORIDA
MAY 22, 2001

1. CALL TO ORDER

A. Roll Call

Mayor William 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, Paul Lockeby, Keith Tarrer and Roland Via.

Also attending were City Manager Joe Forte, City Attorney Edward Simpson, Finance Director Brenda Gubernator, Development Code Administrator Tim Harbuck, Human Resources Director / Deputy City Clerk Diane England.

B. Invocation

Hal Marchman delivered the invocation. Mayor Arthur thanked Rev. Marchman and stated it was an honor to have him here.

C. Pledge of Allegiance to the Flag

2. PRESENTATIONS & PROCLAMATIONS

A. Proclamation for Bishop's Glenn resident, Doris Graham, National Retirement Housing Foundation's Citizen of the Year

Commissioner Tarrer introduced Ms. Graham. Mayor Arthur asked Ms. England to read the Proclamation declaring June 8th, 2001 as Doris Graham Day, in recognition of being named National Retirement Housing Foundation's Citizen of the Year. Many residents of Bishop's Glenn attended this meeting to honor Ms. Graham. Commissioner Tarrer stated that on June 8th, he would be giving Ms. Graham, and others who would like to come, a tour of City Hall.

B. Certificates of Appreciation to Redevelopment Board Members:

Dave Rusler	**Albert Marzilli**
David Spearin	**Alan Riegner**
John Penny	**Tamra Kuhn**
Big John	**Janet Geddings**

Mayor Arthur recognized Ms. Kuhn and Mr. Rusler and thanked them for their work on this board. The certificates will be given out at another meeting.

3. CONSENT AGENDA

A. Amendment to Minutes of Commission Workshop - April 10, 2001

B. Minutes of Community Redevelopment Authority Meeting - May 8th, 2001

C. Minutes of Regular Commission Meeting – May 8, 2001

D. Minutes of Commission Workshop – May 8, 2001

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

The motion **CARRIED** 5-0 on the following roll call: Via – yes, Tarrer – yes, Lockeby – yes, Byrnes – yes, Arthur – yes.

4. AUDIENCE PARTICIPATION
Regarding items not on the agenda.

5. RESOLUTION 2001-R-33, COMMUNITY REDEVELOPMENT ADVISORY BOARD APPOINTMENT

Mr. Simpson read by short title:

> **A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA APPOINTING AN ALTERNATE TO THE COMMUNITY REDEVELOPMENT ADVISORY BOARD AND SETTING FORTH THE TERM EXPIRATION DATES FOR SAID MEMBER; AND PROVIDING AN EFFECTIVE DATE. (Jeffrey Delanoy – 2001)**

*Commissioner Tarrer moved to **APPROVE** Resolution 2001-R-33, seconded by Commissioner Via.*

Commissioner Via introduced Mr. Delanoy, who was present for his appointment.

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

6. SPECIAL EXCEPTION REQUEST FOR AN ADULT LIVING FACILITY AT 425 DAYTONA AVENUE

*Commissioner Tarrer moved to **APPROVE** the Special Exception Request contingent upon the Planner's comments being followed, seconded by Commissioner Via.*

Commissioner Tarrer stated that his only concern regarding this was for parking but they do have adequate parking within the requirements of the City Code.

Richard Rich, 42 Burleigh (behind property), stated that in the past this has been rented out as apartments and indicated it was noisy and unpleasant to be near. He wanted some assurance that this was going to be different from that.

Gloria Rich, 42 Burleigh, inquired as to what an adult living facility was.

Charlene Hecht, owner, stated that there will not be any renters here. This is a facility for housing up to eight elderly people who need a moderate amount of care and assistance.

Dan Staff, 428 Burleigh, stated that their main concern was that there is an apartment up there and that it could be rented out or lived-in by an employee with a family.

Ms. Hecht stated that her intent is for a nice facility with employees who are appropriate to be around elderly people. This building had been used as an Assisted Living Facility for twenty years, in the past.

Mr. Simpson clarified that the granting of this Special Exception would allow the property to only be used for the Assisted Living Facility or a Single Family Residence. The Multi-Family use presently in-place would be abandoned. He also stated that there are ordinances currently in place to protect neighboring residences from the nuisances discussed.

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

7. SECOND READING OF ORDINANCE 2609, ESTABLISHING PORTABLE SIGN REGULATIONS

Mr. Simpson read by short title:

> **AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING CHAPTER 110(SIGNS), BY ADDING SECTION 110-12 PORTABLE ACCESSORY SIGNS; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

*Commissioner Tarrer moved to **APPROVE** the Second Reading of Ordinance 2609, seconded by Commissioner Lockeby.*

Mr. Forte utilized the overhead projector to show various typical portable signs and noted their sizes. Commissioner Tarrer was a little bit concerned about limiting the businesses to one sign. Commissioner Byrnes asked for clarification on how this would work in the strip mall areas - one sign per business on their respective property. Commissioner Via inquired as to the procedure if a business placed a sign in the right-of-way. Height restrictions were discussed and five feet was agreeable to all. Mr. Simpson stated that he would suggest that (c) read as follows: *Portable signs shall have a maximum of two sides, a maximum area of twelve square feet per side, and a maximum sign height above ground level of five feet.*

*Commissioner Tarrer **AMENDED** his motion to include the attorney's recommendation, second amended by Commissioner Lockeby.*

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

8. RESOLUTION 2001-R-34, ESTABLISHING A PORTABLE SIGN PERMIT FEE

Mr. Simpson read by short title:

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA ESTABLISHING A PORTABLE SIGN PERMIT FEE; AND PROVIDING AN EFFECTIVE DATE.

Mr. Forte stated that there is no figure within this resolution because there were mixed opinions stated by the Commission at their last meeting on what that should be. Mayor Arthur recommended that they make the amount zero for the one-year trial period. Commissioner Tarrer agreed. Commissioner Byrnes stated that he felt a nominal charge of five dollars would be appropriate. Commissioner Via agreed stating that this would insure they received the guidelines for these signs and cover the staff time involved in the issuance and enforcement of these. Commissioner Lockeby agreed with the five-dollar fee. Commissioner Tarrer agreed for the sake of continuity among the Commission.

*Commissioner Tarrer moved to **APPROVE** Resolution 2001-R-34 with a five dollar fee included, seconded by Commissioner Via.*

The motion **CARRIED** 4-1 on roll call: Tarrer – yes, Lockeby – yes, Via – yes, Byrnes – yes, Arthur – no.

9. SANITARY SEWER EXTENSION

Mr. Forte explained that some time back, the City of Ormond Beach received a grant to do work in their City on sanitary sewer lines. They of course did not include the unincorporated area to their south, which is now in our City. This area is in need of a sanitary sewer line extension. The most cost effective way to do this is to add this to Ormond's project and pay the contractor for the additional work.

*Commissioner Tarrer moved to **APPROVE** a change order and agreement with Ormond Beach to have their sanitary sewer contract to extend the sanitary sewer to provide service to approximately seven (7) Holly Hill residents. This change order is not to exceed $24,000, seconded by Commissioner Via.*

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

10. COMMUNICATIONS

Board Member Updates
None.

General Communications

A. City Manager

Mr. Forte attempted to set a date for Commission Day. Mayor Arthur asked Mr. Forte to select a date and speak with the Commission members individually on it. Mr. Forte recommended that the City establish a Dog Park Committee, since this is getting near completion and it will be located in this City. He recommended this be a seven to nine member board and not restricted to residents of Holly Hill, as it will be a quad-entity project (Holly Hill, Daytona Beach, Ormond Beach, and Volusia County).

Commissioner Lockeby moved to ***APPROVE*** *creating a dog park committee ordinance, seconded by Commissioner Via.*

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

Mr. Forte asked the Commission what their preference for attire is for Centennial League Dinner. Individuals will handle their own selections. Mr. Forte reminded the Commission that during the Centennial Celebration, they will be opening the old time capsule and the Commission should begin considering what items they would like to place in the new time capsule.

B. City Attorney

Mr. Simpson indicated he had nothing further to report.

C. Mayor and Commissioners

Commissioner Lockeby thanked everyone who attended tonight, especially all the people from Bishop's Glenn.

Commissioner Tarrer gave special thanks to Doris Graham and the staff at Bishop's Glenn. He is looking forward to Ms. Graham's birthday on June 8^{th}. He welcomed Officer Scalf back from his sick bed.

Commissioner Via welcomed Joe Pinnelo from the Holly Hill Chamber and Rose Schumaker, Vice-President of Eagle Springs Filtration Company. He also welcomed Dave Rusler, Tamra Kuhn, Doris Graham, and Rev. Marchman. He invited everyone to listen to his three-hour radio show (7-10am) on Memorial Day to try to re-ignite the patriotism of this special day.

Commissioner Byrnes welcomed Tamra Kuhn, Rose Schumaker, and Rev. Marchman. He wished everyone a good Memorial Day.

Mayor Arthur thanked the Speedway for the program they put on to honor the City - it was real nice. He stated that the MPO has just done a sidewalk program and we are not on it. Money is available for small cities that have small projects. He suggested both Riverside Drive and Center Street bike paths (school areas are receive a higher funding priority). Mayor Arthur stated that he saw Mrs. Kelly, whom he bought his house from, just leave. She had dropped-off the abstracts to his house and he learned how his property lost riparian rights – she sold them to Bell Meade for ten dollars. He brought up the topic of the height restriction and suggested they eliminate this entirely. This item will be workshopped. He thanked everyone for attending.

11. ADJOURNMENT TO WORKSHOP

The meeting officially adjourned at approximately 8:00 p.m.

City of Holly Hill

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Keith Tarrer, Vice-Mayor

Attest:

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Jeaneen P. Clauss, City Clerk