

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

May 24, 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: City Manager James McCroskey, City Attorney Scott Simpson, Finance Director Kurt Swartzlander, Human Resource Manager Diane Cole, Police Chief Mark Barker, Fire Chief Ron Spencer, Interim Public Works Director Jackie Maswary, Economic Development Director Lynn Dehlinger and City Clerk Joshua Fruecht.l

B. Invocation

Rev. Riley Lowe delivered the Invocation.

C. Pledge of Allegiance to the Flag

Mayor Roy Johnson led the Pledge of Allegiance.

2. MINUTES

A. Minutes from the Regular City Commission & CRA meeting – May 10, 2011

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

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

3. PUBLIC PARTICIPATION – Regarding items not on the agenda.

Mayor Johnson opened Public Participation. No one spoke.

Mayor Johnson closed Public Participation.

4. CONSENT AGENDA

A. RESOLUTION NO. 2011-R-30, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING STANDARD CONSTRUCTION DETAILS FOR STREETS,

SIDEWALKS AND UTILITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

- B. RESOLUTION 2011-R-31, A RESOLUTION OF THE CITY OF HOLLY HILL FLORIDA, SUPPORTING THE FEDERAL TRANSPORTATION ENHANCEMENT PROGRAM, RECREATIONAL TRAILS PROGRAM AND SAFE ROUTES TO SCHOOL PROGRAM, OPPOSING THE MODIFICATION OF FEDERAL FUNDING FOR ANY OF THESE PROGRAMS TO A GENERIC BLOCK GRANT ALLOCATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, AND PROVIDING AN EFFECTIVE DATE.
- C. RESOLUTION NO. 2011-R-32, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FACILITY AND FIELD RENTAL RATES; ELIMINATING THE REQUIRED DEPOSIT FOR PAVILIONS/BAR-B-QUE AREAS; PROVIDING THE CITY MANAGER WITH THE AUTHORITY TO WAIVE THE REQUIRED DEPOSIT; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.
- D. LAW ENFORCEMENT TRUST FUND EXPENDITURE REQUEST – APPROVING THE HOLLY HILL POLICE DEPARTMENT’S REQUEST AUTHORIZING THE APPROPRIATION TO, AND EXPENDITURE BY, THE CHIEF OF POLICE OF \$1,745.00 IN FUNDS CURRENTLY HELD IN THE CITY’S SPECIAL LAW ENFORCEMENT TRUST FUND FOR THE PURPOSES OUTLINED IN THE FUNDING REQUEST.
- E. FISCAL YEAR 2011-12 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL PLAN – AUTHORIZING THE SUBMITTAL OF “GLENMEADOWS SUBDIVISION DRAINAGE IMPROVEMENTS” AS THE FY 2011-12 CDBG ANNUAL PLAN.
- F. INTRODUCTION LETTER TO WATER CUSTOMERS AND BACKFLOW PREVENTION TESTING PROGRAM – AUTHORIZING THE VOLUNTARY ADDITION OF A BPA TESTING FEE TO CUSTOMERS’ WATER UTILITY BILLS WHO HAVE ENROLLED IN THE BPA TESTING PROGRAM.
- G. CITY PURCHASING CARD PROGRAM – AUTHORIZING THE CITY MANAGER TO ENTER INTO THE SUNTRUST PURCHASING CARD PROGRAM AND EXECUTE THE APPROPRIATE PAPERWORK.
- H. COMMUNITY SERVICES DIRECTOR – AUTHORIZING THE CREATION OF THE COMMUNITY SERVICES DIRECTOR POSITION.

*Commissioner Glass moved **APPROVAL** for the **CONSENT AGENDA**, seconded by Commissioner Moore.*

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

5. **BUSINESS AGENDA**

A. SECOND READING OF ORDINANCE NO. 2895

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2895, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING ORDINANCE 2352, THE LAND DEVELOPMENT REGULATIONS, BY REZONING APPROXIMATELY 1.57 ACRES LOCATED ON THE EAST SIDE OF NOVA ROAD BETWEEN THIRD STREET AND SIXTH STREET, MORE PARTICULARLY DESCRIBED HEREIN, FROM THE CURRENT CITY ZONING OF R-2 TO CITY ZONING B-5 (GENERAL COMMERCIAL); PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Glass moved **APPROVAL** for **ORDINANCE NO. 2895**, 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.

B. SECOND READING OF ORDINANCE NO. 2896

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2896, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA; AMENDING CHAPTER 34 (FIRE PREVENTION PROTECTION) INCLUDING ADOPTING UPDATED VERSIONS OF THE FIRE CODES, AMENDING THE FUNCTIONS OF THE FIRE INSPECTOR AND AMENDING WHEN FIRE INSPECTIONS SHALL BE PERFORMED; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Penny moved **APPROVAL** for **ORDINANCE NO. 2896**, seconded by Commissioner Glass.*

Mayor Johnson opened Public Participation. No one spoke.

Mayor Johnson closed Public Participation.

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

C. FIRST READING OF ORDINANCE NO. 2897

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2897, AN ORDINANCE OF THE CITY OF HOLLY HILL FLORIDA AMENDING CHAPTER 62, "TAXATION" AT ARTICLE II, "LOCAL BUSINESS TAX RECEIPT TAX", TO (1) ELIMINATE THE REQUIREMENTS FOR ANNUAL INSPECTIONS FOR RENTAL UNITS IN BUILDINGS WITH FOUR OR FEWER UNITS, AND (2) RELOCATE THE LOCAL BUSINESS TAX RECEIPT TAX AMOUNT TO THE SCHEDULE OF TAX RATES; PROVIDING FOR SERVABILITY; PROVIDING FOR CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

*Commissioner Glass moved **APPROVAL** for **ORDINANCE NO. 2897**, 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.

D. FIRST READING OF ORDINANCE NO. 2898

City Attorney Scott Simpson read by short title:

ORDINANCE NO. 2898, AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA AMENDING ORDINANCE 2352, THE LAND DEVELOPMENT REGULATIONS, BY AMENDING THE DEFINITION OF BAR; PROVIDING FOR CONFLICTING

**ORDINANCES; PROVIDING FOR SEVERABILITY;
AND PROVIDING AN EFFECTIVE DATE.**

Commissioner Penny moved APPROVAL for ORDINANCE NO. 2898, seconded by Commissioner Moore.

Mayor Johnson opened Public Participation. No one spoke.

Mayor Johnson closed Public Participation.

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

E. RESOLUTION NO. 2011-R-33

City Attorney Scott Simpson read by short title:

**RESOLUTION NO. 2011-R-33, A RESOLUTION OF
THE CITY OF HOLLY HILL, FLORIDA;
CREATING THE CITY OF HOLLY HILL
CHARTER REVIEW COMMITTEE; PROVIDING
FOR OBJECTIVES OF THE CHARTER REVIEW
COMMITTEE; PROVIDING FOR APPOINTMENT
AND COMPOSITION; PROVIDING FOR DUTIES
OF THE CHARTER REVIEW COMMITTEE;
PROVIDING FOR TERMS OF MEMBERS;
PROVIDING FOR RULES OF PROCEDURES;
PROVIDING FOR DUTIES OF THE CITY
MANAGER; AND PROVIDING FOR AN
EFFECTIVE DATE.**

Commissioner Moore moved APPROVAL for RESOLUTION NO. 2011-R-33, seconded by Commissioner Glass.

Mayor Johnson opened Public Participation. No one spoke.

Mayor Johnson closed Public Participation.

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

9. COMMUNICATIONS

A. City Manager

City Manager James McCroskey informed the City Commission that Florida League of Cities conference will be held on August 11-13, 2011 at the World Center Marriott in Orlando, Florida. Mr. McCroskey also informed them that City would need to appoint a member of the City Commission as the voting delegate.

MINUTES
REGULAR COMMISSION MEETING
MAY 24, 2011

*After brief discussion amongst the City Manager, and the members of the City Commission, Commissioner Glass moved **APPROVAL** to **APPOINT COMMISSIONER DONNIE MOORE AS THE VOTING DELEGATE FOR THE CITY OF HOLLY HILL AT THE FLORIDA LEAGUE OF CITIES CONFERENCE**, seconded by Commissioner Penny.*

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

Mr. McCroskey then announced that the Office of the Attorney General awarded Commissioner Liz Patton a certificate of recognition for completion of the Florida Crime Prevention and Training Institute. Commissioner Patton received her Victims Services Practitioners Designations.

Mr. McCroskey informed the City Commission that he met with Volusia County Schools, and they asked the City to make an offer for the Middle School property. He also informed them that he Holly Hill Middle School purchase in the CRA Master Plan, and there is 1.5 million dollars budgeted in master plan for the purchase. However, the Holly Hill Middle School property was never put into the CRA, and would require a CRA Amendment.

*After brief discussion amongst the City Manager, City Attorney, and members of the City Commission, there was a majority **consensus** of the City Commission for the City Manager and City Attorney to begin negotiations to purchase the Holly Hill Middle School Property.*

Mr. McCroskey and Fire Chief Ron Spencer recognized Fire Fighter Lee Ann Evans for completing her Associates Degree in Emergency Medical Services on May 11, 2011 from Daytona State College. Fire Fighter Lee Ann Evans thanked the City the opportunity and for offering the tuition reimbursement program.

B. City Attorney

City Attorney Scott Simpson had no comments.

C. City Clerk

City Clerk Joshua Fruecht informed the City Commission and the Public that the Music on the Park would be held on Friday, May 27, 2011 at Sunrise Park from 6:00 pm to 9:0 pm, Dallas' First Birthday would be on May 31 at Sunrise Park, and the City and American Legion Post 120 would be having a Memorial Day Ceremony on May 31 at 9:30 am in front of City Hall.

D. Commissioners

Commissioner Glass

Commissioner Rick Glass recognized City Manager James McCroskey for all of his hard work in the short time he has been with the City. He also informed the member of the City Commission that he would be attending the Volusia League of Cities Annual Awards

MINUTES
REGULAR COMMISSION MEETING
MAY 24, 2011

Banquet. He then informed the Commission and the public that the Arc of the Volusia is having a fundraiser that will start at the Iron Horse on Sunday, May 30, 2011 at 12:00 pm.

Commissioner Penny

Commissioner John Penny thanked everyone for coming out. He also thanked Public Works Director Jacki Maswary and all of the public works employees that assisted with the Gordon Williamson Tree Planting Ceremony.

Commissioner Patton

Commissioner Liz Towsley-Patton provided a Transportation Planning Organization (TPO) board update to the members of the City Commission and the public. Commissioner Patton stated that the TPO will be having a Bicycle Safety Forum. In addition, construction at Nova and US1 is 48% complete and is expected to be 100% complete by September 2012. The Transportation Planning Organization sent a letter to Governor Rick Scott requesting him to veto the \$150 million dollars that was taken away from the State of Florida Transportation Trust Fund, which can potentially eliminate 8,400 jobs in Florida. She also noted that Votran has zero debt and unfunded liabilities, and that the average rider is 16-24 years old, white, and earns less than \$10,000 dollars.

Commissioner Moore

Commissioner Moore informed the City Commission and the members of the public that he is selling his home, and that he plans to seek residency in his district.

Daytona Bridge

Commissioner Glass asked about the status of the bridge. City Manager James McCroskey informed the members of the City Commission that he has sent letter to Senator Rubio, Senator Nelson and State Representative Mica, requesting that the City of Holly Hill be put on the accelerated bridge program.

Holly Hill Family YMCA

Commissioner Towsley-Patton asked about the status of the YMCA. City Manager James McCroskey informed the City Commission that the City has not yet received a position from the YMCA. Mr. McCroskey informed the commission that staff is currently working on a contingency plan and will proceed as necessary as they know more.

E. Mayor

Mayor Roy Johnson thanked everyone for coming out and thanked City Manager James McCroskey for all of his hard work.

10. ADJOURNMENT

Mayor Johnson officially adjourned the meeting at approximately 7:52 pm.

Attest:

City of Holly Hill, Florida

Joshua Fruecht
City Clerk

Roy Johnson
Mayor