

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

June 14, 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, Donnie Moore and Liz Towsley-Patton.

Excused Absence:

- Commissioner Rick Glass

Also attending were the following staff members: City Manager James McCroskey, City Attorney Scott Simpson, Finance Director Kurt Swartzlander, Police Chief Mark Barker, Fire Chief Ron Spencer, Community Services Director Jackie Maswary, Economic Development Director Lynn Dehlinger and Human Resource Manager Diane Cole.

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 Regular City Commission meeting – May 24, 2011

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

The motion **CARRIED** 4-0 unanimously: Moore – Yes, Penny – Yes, Patton – Yes, Mayor Johnson – Yes.

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

Mayor Johnson opened Public Participation. The following individuals came forward to speak:

- Jim Schulz (117 Harbor Drive, Holly Hill, FL 32117) – Addressed the City Commission regarding water fluoridation.
- Allan Sanderford (1130 Riverside Drive, Holly Hill, FL 32117) – Addressed the City Commission regarding volunteer programs and park deposits.

Commissioner Donnie Moore expressed an interest to schedule workshops this summer regarding the parks.

Mayor Johnson closed Public Participation.

4. PRESENTATION

A. Letter from the City of Bunnell

Mayor Roy Johnson presented a letter from the City of Bunnell to Police Chief Mark Barker thanking the City of Holly Hill for the Police Department's assistance with the 3rd Annual Potatoe Festival and Centennial Parade on May 21, 2011.

B. Sergeant Gina Baker and Corporal Mike Shaffer

Police Chief Mark Barker recognized Sargent Gina Baker and Corporal Mike Shaffer for their outstanding work on a multiple shooting that occurred in April 2011.

C. Proclamation for Police Sergeant Mitchell Dees Retirement

Mayor Roy Johnson presented Police Sergeant Mitchell Dees with a proclamation, recognizing him for his more than 30 years of service to the City of Holly Hill Police Department. Proclaiming June 14, 2011 as "Sergeant Mitchell Dees Day."

D. Proclamation for the Boys and Girls Club Youth of the Year

Mayor Roy Johnson presented Steven Terry Davis Jr. with a proclamation, commending him for his contributions to the City of Holly Hill and recognizing him as the 2011 Holly Hill Boys and Girls Club "Youth of the Year."

5. CONSENT AGENDA

- A. 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 \$12,474.19 IN FUNDS CURRENTLY HELD IN THE CITY'S SPECIAL LAW ENFORCEMENT TRUST FUND FOR THE PURPOSES OUTLINED IN THE FUNDING REQUEST. *(Police Chief)*
- B. MARINA GRANDE TEMPORARY SIGN – APPROVING A PENNANT NOT TO EXCEED 12 FOOT BY 100 FOOT FOR MARINA GRANDE TO BE DISPLAYED FOR A PERIOD NOT TO EXCEED ONE YEAR. *(City Planner)*
- C. REVIEW OF COMMISSION DISTRICT ANALYSIS – NOTIFYING THE SUPERVISOR OF ELECTIONS THAT NO REVISIONS ARE PROPOSED TO THE CURRENT CITY COMMISSION DISTRICTS. *(City Planner)*
- D. RESOLUTION NO. 2011-R-34, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA; APPOINTING MEMBERS TO THE CITY OF HOLLY HILL CHARTER REVIEW COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE. *(City Manager)*
- E. RESOLUTION 2011-R-35, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT

FOR SALE AND PURCHASE AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND NE INVESTMENTS, LLC; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE. (*Economic Development Director*)

- F. RESOLUTION 2011-R-36, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A LEASE AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND THE HOLLY HILL CHAMBER OF COMMERCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE. (*City Manager*)
- G. RESOLUTION NO. 2010-R-37, A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDED CONTRACT WITH THE YMCA FOR A COMMERCIAL LEASE TO PROVIDE THE CITY OF HOLLY HILL RECREATION PROGRAMS; AND PROVIDING AN EFFECTIVE DATE. (*City Manager*)

Commissioner John Penny informed the Mayor, Commissioners, and the public that he spoke with City Attorney Scott Simpson regarding the Lease Agreement with the Chamber of Commerce (Item F), since he is the current Chamber of Commerce president and that Mr. Simpson informed him that there was no voting conflict.

*Commissioner Penny moved **APPROVAL** for the **CONSENT AGENDA**, seconded by Commissioner Patton.*

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Patton – Yes, Moore – Yes, Mayor Johnson – Yes.

6. BUSINESS AGENDA

- A. SECOND READING OF ORDINANCE NO. 2897 (*Building Official*)

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

Chief Building Official Greg France informed the Mayor and Commissioners that there was a language correction needed on page 2 of 7, changing “four or more units” to “five or more units.”

*Commissioner Penny moved **APPROVAL** for **ORDINANCE NO. 2897** as corrected, seconded by Commissioner Patton.*

Mayor Johnson opened Public Participation. No one spoke.

Mayor Johnson closed Public Participation.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Patton – Yes, Moore – Yes, Mayor Johnson – Yes.

B. SECOND READING OF ORDINANCE NO. 2898 (*City Planner*)

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.**

City Planner Thomas Harowski gave an overview of the ordinance from the provided Staff Report.

*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** 4-0 unanimously: Penny – Yes, Moore – Yes, Patton – Yes, Mayor Johnson – Yes.

9. COMMUNICATIONS

A. City Manager

City Clerk Change

City Manager James McCroskey thanked Diane Cole for agreeing to taking on the duties of City Clerk in addition to her role as Human Resource Manager.

Change Orders

City Manager James McCroskey informed the City Commission of an issue regarding the City Manager's authority to authorize change orders.

Budget Workshops

City Manager James McCroskey stated that he has met with each of the City Commission, regarding the proposed budget for FY 2011-12 and asked if City Commission wished to have a Budget Workshop on June 15, 2011 and June 16, 2011 (if needed).

City Commissioner John Penny stated that he had a few items he wanted to address. There was a majority **consensus** of the City Commission to address and question they had now, in lieu of a Budget Workshop.

Commissioner Penny asked if it was possible to combine the line item for "Acquisition of Middle School Property" and "Property Acquisition" in the proposed budget for FY 2011-12.

Mr. Penny asked if staff could strike "Residential" from the "Residential Street Light and Street Sign improvements" line item. After brief discussion amongst the City Commission and the City Manager, there was a majority **consensus** of the City Commission for staff to strike "Residential" from the "Residential Street Light and Street Sign improvements" line item in the proposed budget for FY 2011-12.

Mr. Penny also expressed an interest to look at the gateway signs again, since the Department of Transportation permits would be expiring soon.

B. City Attorney

City Attorney Scott Simpson had no comments.

C. Commissioners

Commissioner Liz Towsley-Patton

Council on Aging Seniors Month

Commissioner Liz Towsley-Patton informed the Commission and the public that last month was the Council on Aging Senior Month, and that she participated in the meals on wheels program. Mrs. Patton encouraged everyone to participate in the program, as she felt it was beneficial.

Police Explorers Fundraiser

Commissioner Patton reminded everyone that the Holly Hill Police Explorers would be having a fundraiser at Five Guys Burger and Fries on International Speedway on June 15, 2011 from 5:00 pm to 9:00 pm.

Commissioner Patton thanked Human Resource Manager Diane Cole for taking on the responsibilities of City Clerk. Mrs. Patton also thanked the Police Department for all of their hard work.

Commissioner Donnie Moore

Rezoning

Commissioner Moore asked City Manager James McCroskey as to the status of the fence issue on 3rd and Center Avenue. City Manager James McCroskey that the problem with the property is that it is zoned residential, which does not allow for a 6 foot fence. Mr. McCroskey is not sure why it was zoned residential, and that with the direction of the City Commission staff may be able to do an administrative rezoning.

City Attorney Scott Simpson advised that the applicant submit an application for a rezoning and that the City could waive the fees, since it is essentially an administrative rezoning. There was a majority **consensus** of the City Commission for staff to proceed with the rezoning of the property at 3rd and Center Avenue from residential to commercial and to waive the fees associated with it.

Holly Hill Family YMCA

Commissioner Moore expressed an interest in having the Youth Advisory council evaluate the recreational programs provided by the Holly Hill Family YMCA and recommend ways in which they might be able to improve their programs.

Commissioner John Penny

Commissioner John Penny thanked Diane Cole for taking on the City Clerk responsibilities, and thanked all of the employees stepping up when needed. Mr. Penny also thanked Jeanne Cullen for being a member of the Charter Review Committee.

D. Mayor

Mayor Roy Johnson thanked Florida Power and Light for providing the 1925 Mack truck for Hot Rods on the Hill on Saturday, June 18, 2011. Mr. Johnson encouraged everyone to come to the Holly Hill Police Explorers Fundraiser.

10. ADJOURNMENT

Mayor Johnson officially adjourned the meeting at approximately 7:55 pm.

Attest:

City of Holly Hill, Florida

Joshua Fruecht

Roy Johnson

Joshua Fruecht
City Clerk

Roy Johnson
Mayor