

MINUTES

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

JUNE 23, 2009

1. CALL TO ORDER

A. Roll Call

Mayor Via called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue at approximately 7:03 p.m. Attending with Mayor Via were Commissioners John Penny, Rick Glass, Mark Reed and Liz Towsley.

Also attending were the following staff members: City Manager Tim Harbuck, Assistant City Attorney Scott Simpson, Public Works Director/City Engineer Chris Hurst, Community Development Director Doug Gutierrez, Police Chief Mark Barker, Assistant Finance Director Susan Worde, Audit Specialist/Analyst Catherine Colwell, Human Resources Director Diane Cole, Community Redevelopment Area Coordinator Marsha Radulovich, and City Clerk Valerie Manning.

B. Invocation

Mayor Via delivered the invocation.

C. Pledge of Allegiance to the Flag

2. PROCLAMATIONS AND PRESENTATIONS

- City Auditors, Brent Millikan and Company present the Comprehensive Annual Report for Fiscal Year ending September 30, 2008

Mayor Via informed the City Commission that Alex Kish, City Auditor from Brent Millikan and Company will be here later to speak on the annual report for the fiscal year ending September 30, 2008.

3. CONSENT AGENDA

- Minutes from the Regular City Commission meeting – June 9, 2009
- **Report of Purchase Over \$5,000**
*Citrix Server software to upgrade the City's current system – \$5,440.60

*Commissioner Glass moved **APPROVAL** for Consent Agenda, seconded by Commissioner Reed.*

The motion **CARRIED** 5-0 unanimously: Glass – Yes, Reed – Yes, Penny – Yes, Towsley – Yes, Mayor Via – Yes

MINUTES

4. AUDIENCE PARTICIPATION Regarding items not on the agenda.

The following individuals came forward to speak to the Mayor and City Commission: Jim Schultz; Rose Schumacher; Rocky Rivera; Elizabeth Bell; and Curt Miller.

5. CONSULTANT SERVICES INSURANCE FOR PROPERTY & CASUALTY AND EMPLOYEE BENEFITS PROGRAMS

Commissioner Penny informed the Mayor and City Commission that he has a conflict of interest with this agenda item and therefore will not be voting on it. Commissioner Penny informed the Commission that he will file a FORM 8A – Memorandum of Voting Conflict for State Officers with the City Clerk. (see attached).

Representatives from Brown & Brown and Arthur J. Gallagher came forward to speak to the Mayor and City Commission regarding their proposals for the consultant services insurance for property and casualty and employee benefits programs.

*Commissioner Glass moved **APPROVAL** Brown & Brown as the Consultant Services Insurance for Property & Casualty and Employee Benefits Programs, seconded by Commissioner Reed.*

The motion **CARRIED** 4-0 by roll call vote: Glass – Yes, Reed – Yes, Penny – (abstained), Towsley – Yes, Mayor Via – Yes

6. AMENDMENT TO THE B-3 ZONING DISTRICT – ADDING SPECIAL EXCEPTION FOR MOVING VANS AND TRAILERS

Mr. Erpit Patel, the applicant came forward to speak to the request of adding moving vans (U-Haul trucks) and trailers at his store location, 563 Flomich Street.

Mayor Via opened public participation.

The following individuals came forward to speak to the Mayor and City Commission: Fred Lewis; George Howard; Curt Miller; and Rocky Rivera.

Mayor Via closed public participation.

*Commissioner Glass moved **APPROVAL** the Amendment to the B-3 Zoning District – Adding Special Exception for Moving Vans and Trailers, seconded by Commissioner Reed.*

The motion **CARRIED** 5-0 unanimously: Glass – Yes, Reed – Yes, Penny – Yes, Towsley – Yes, Mayor Via – Yes

MINUTES

7. AMENDMENT TO THE SPECIAL EXCEPTION FOR HOUSES OF WORSHIP

Mayor Via opened public participation.

The following individual came forward to speak to the Mayor and City Commission: Sheila Hancock.

Mayor Via closed public participation.

*Commissioner Reed moved **APPROVAL** of the Amendment to the Special Exception for Houses of Worship, seconded by Commissioner Towsley.*

The motion **CARRIED** 5-0 unanimously: Reed – Yes, Towsley – Yes, Penny – Yes, Glass – Yes, Mayor Via – Yes

8. 2009-2012 AGREEMENT FOR THE PROVISION OF POLICE AND FIRE DISPATCH SERVICES

*Commissioner Reed moved **APPROVAL** for the 2009-2012 Agreement for the Provision of Police and Fire Dispatch Services, seconded by Commissioner Glass.*

The motion **CARRIED** 5-0 unanimously: Reed – Yes, Glass – Yes, Penny – Yes, Towsley – Yes, Mayor Via – Yes

9. COMMITTEE REPORTS

Members of the Commission are encouraged to give a brief report from the various committees on which they serve.

Commissioner Towsley gave a committee report on the MPO meeting; mentioned that the BPAC needs a citizen representative for Holly Hill on the committee. There was consensus from the Commission to appoint Rocky Rivera on that committee.

*Commissioner Reed moved **APPROVAL** for appointing Rocky Rivera to the BPAC committee with MPO, seconded by Commissioner Glass.*

The motion **CARRIED** 5-0 unanimously: Reed – Yes, Glass – Yes, Towsley – Yes, Penny – Yes, Mayor Via – Yes

Commissioner Reed gave a committee report on the EVWA meeting.

Alex Kish, City Auditor from Brent Millikan and Company gave a presentation at this time regarding the City's annual report for fiscal year ending September 30, 2008.

MINUTES

- City Auditors, Brent Millikan and Company present the Comprehensive Annual Report for Fiscal Year ending September 30, 2008

Alex Kish, City Auditor from Brent Millikan and Company presented the Comprehensive Annual Report for Fiscal Year ending September 30, 2008 to the Mayor and Commissioners.

*Commissioner Reed moved **APPROVAL** for the Annual Report for Fiscal Year Ending September 30, 2008, seconded by Commissioner Glass.*

The motion **CARRIED** 5-0 unanimously: Reed – Yes, Glass – Yes, Penny – Yes, Towsley – Yes, Mayor Via – Yes

10. COMMUNICATIONS

A. City Manager

Mr. Harbuck and Mr. Swartzlander spoke briefly about workshopping a Utility Assistance Program for the citizens of Holly Hill. Mr. Swartzlander explained briefly what this program entailed. There was consensus from the City Commission to move forward with a workshop when staff had the information ready. Mr. Harbuck asked the City Commission if there was consensus from them to allow djDesigns to include a coffee bar in the library – there was consensus from the Commission to move forward with that. Mr. Harbuck announced his resignation effective October 8th because he is ready to retire. There will be a workshop on July 28th to discuss the City Manager hiring process.

B. City Attorney

Attorney Simpson informed the Mayor and City Commission that the closing of 915 Jasmine Avenue took place last Friday; FPL is holding public meetings regarding the increases coming soon.

C. Mayor & Commissioners

Commissioner Penny thanked staff and the Police Department for their help during the Car Show; it was a great turnout.

Commissioner Glass asked about the exercise equipment for the Recreation Center.

Commissioner Reed thanked Mr. Harbuck for all his years of service to the City; stressed his concerns about Ross Point Park and would like to workshop that again in the future and ask if the officers could be present for that workshop as well.

Commissioner Towsley mentioned that the Car Show was great; a lot of entries for the show; thanked the Police Department and the Police Explorers for helping out; everyone did a good job.

MINUTES

Mayor Via spoke briefly about when Mr. Harbuck was Interim City Manager several times; appreciates all of his hard work and dedication to the City for all these years; Car Show was great; great turn out; met with Mayor Blaine O'Neil from South Daytona at their Fire Department Station and they donated air packs and tanks to the City's Fire Department.

11. ADJOURNMENT

The meeting officially adjourned at approximately 9:45 p.m.

Attest:

City of Holly Hill, Florida

Valerie Manning
City Clerk

Roland D. Via
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.”

*A verbatim copy of Sunshine Law meetings (e.g. City Commission meetings/workshops/Agency meetings and CRA meetings) are available upon request to the City Clerk during regular business hours, Monday through Friday,
8:00 a.m. to 5:00 p.m.*